



## REGULAR BOARD MEETING AGENDA

### Board of Park Commissioners

January 12, 2026

7:30 PM – Village Hall Council Chambers

#### **1.0 PUBLIC HEARING – 2026 BUDGET AND APPROPRIATIONS HEARING CALLED TO ORDER**

##### **1.1 ROLL CALL**

##### **1.2 ADJOURNMENT OF PUBLIC HEARING**

#### **2.0 REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS CALLED TO ORDER**

##### **2.1 ROLL CALL**

#### **3.0 CONSENT AGENDA**

##### **3.1 APPROVAL OF MINUTES FROM THE DECEMBER 13, 2021 CLOSED SESSION MEETING**

##### **3.2 APPROVAL OF MINUTES FROM THE FEBRUARY 14, 2022 CLOSED SESSION MEETING**

##### **3.3 APPROVAL OF MINUTES FROM THE MAY 9, 2022 CLOSED SESSION MEETING**

##### **3.4 APPROVAL OF MINUTES FROM THE JUNE 13, 2022 CLOSED SESSION MEETING**

##### **3.5 APPROVAL OF MINUTES FROM THE MARCH 17, 2025 CLOSED SESSION MEETING**

##### **3.6 APPROVAL OF MINUTES FROM THE APRIL 14, 2025 CLOSED SESSION MEETING**

##### **3.7 APPROVAL OF MINUTES FROM THE OCTOBER 13, 2025 FINANCE COMMITTEE OF THE WHOLE MEETING**

##### **3.8 APPROVAL OF MINUTES FROM THE OCTOBER 13, 2025 CLOSED SESSION MEETING**

##### **3.9 APPROVAL OF MINUTES FROM THE OCTOBER 27, 2025 COMMITTEE OF THE WHOLE MEETING**

##### **3.10 APPROVAL OF MINUTES FROM THE NOVEMBER 10, 2025 FINANCE COMMITTEE OF THE WHOLE MEETING**

##### **3.11 APPROVAL OF MINUTES FROM THE DECEMBER 8, 2025 REGULAR BOARD MEETING**

##### **3.12 CONSIDERATION OF BEACH CONCESSIONS CONTRACT 2026-2028**

##### **3.13 VOUCHER LIST DECEMBER 2025**

#### **4.0 COMMUNICATIONS AND CORRESPONDENCE**

#### **5.0 PUBLIC COMMENT/RECOGNITION OF VISITORS**

#### **6.0 STAFF REPORTS**

##### **6.1 EXECUTIVE DIRECTOR REPORT**

##### **6.2 PARKS AND PLANNING REPORT**

##### **6.3 RECREATION REPORT**



## REGULAR BOARD MEETING AGENDA

- 6.4 OPERATIONS REPORT
- 6.5 FINANCE REPORT
- 7.0 UNFINISHED BUSINESS
  - 7.1 CONSIDERATION OF BUDGET AND APPROPRIATIONS ORDINANCE 2026-O-1
- 8.0 NEW BUSINESS
  - 8.1 CONSIDERATION OF CAPITAL EQUIPMENT PURCHASES FOR GOLF
  - 8.2 CONSIDERATION OF ORDINANCE 2026-O-2: TAXABLE PROMISSORY NOTE
- 9.0 ADJOURNMENT TO CLOSED SESSION

**MOVE TO ADJOURN TO CLOSED SESSION FOR THE DISCUSSION OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF A SPECIFIC EMPLOYEE OF THE DISTRICT, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE DISTRICT OR AGAINST LEGAL COUNSEL TO DETERMINE ITS VALIDITY, IN ACCORDANCE WITH SECTION 2(C)1 OF THE OPEN MEETINGS ACT.**

**AND**

**FOR THE REVIEW MINUTES OF PRIOR MEETINGS LAWFULLY CLOSED UNDER THE OPEN MEETINGS ACT, FOR THE PURPOSE OF REVIEW, APPROVAL OR RELEASE OF SUCH MINUTES, IN ACCORDANCE WITH SECTION 2(C)21 OF THE OPEN MEETINGS ACT.**

- 9.1 CONSIDERATION OF ACTION, IF ANY, OF ITEMS DISCUSSED IN CLOSED SESSION

*IF YOU NEED A PRINTED PACKET OR ARE A PERSON WITH A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS TO PARTICIPATE IN AND/OR ATTEND A WILMETTE PARK DISTRICT MEETING, PLEASE NOTIFY THE ADMINISTRATION OFFICE AT (847) 256-6100, OR EMAIL [CONNECT@WILPARK.ORG](mailto:CONNECT@WILPARK.ORG).*

## **Wilmette Park District**

### **Policy for Public Comment**

The Board of Park Commissioners, in its regular or special meetings, is a deliberative body assembled to make decisions on new and pending matters affecting the District. Park Board and Committee meetings are meetings held in public, not a public meeting. The Board invites both oral and written communications from its residents.

To facilitate the conduct of Board/Committee meetings, the following procedures will be followed:

1. A section of each meeting will be set aside for public comment and will be noted on the agenda as "Recognition of Visitors."
2. During the "Recognition of Visitors" agenda item, audience members wishing to comment should raise their hands and will be permitted to speak once they are recognized by the President/Chairperson.
3. When recognized by the President/Chairperson, each audience member should identify themselves and limit speaking to no more than three (3) minutes, unless additional time is granted by the President/Chairperson. Each audience member will be permitted to speak only once. The President's/Chairperson's denial of or limitation on any request for an extension of time may be overruled by a majority of those Commissioners/Committee members present.
4. Questions are to be directed to the entire Board/Committee. Audience members are reminded that questions often require Board/Committee member or staff investigation or inquiry to obtain additional information before responding. As such, Board/Committee members may choose not to immediately respond to comments, and the issue instead may be referred to staff for additional consideration, or a Board/Committee member may pursue the issue at a future Board/Committee meeting. Lack of an immediate response to a question raised during public comment should not be interpreted as anything other than a commitment by the Board/Committee to take the issue under advisement for consideration and follow up or possible future action.
5. Park Board/Committee members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. Personnel matters will not be addressed during "Recognition of Visitors."
7. During presentation and discussion of agenda items, the President/Chairperson will not recognize speakers in the audience unless the Board/Committee desires additional information from an audience member.
8. When addressing the Board/Committee, all persons permitted to speak shall confine their remarks to the matter at hand and avoid personal attacks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the civil discourse of the Board/Committee and the meeting, the President/Chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the President/Chairperson or upon the affirmative vote of two-thirds (2/3) of the Park Board commissioners/Committee members present.
9. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board/Committee members present.

*Approved February 13, 2023*

**Wilmette Park District**  
**Policy for Written Communications and Correspondence from the Public**

The Wilmette Park District welcomes communications from its residents in all formats. When the communication is via email, and the intent of the resident is to have the communication included in the materials for the next public meeting, the below information outlines the process for inclusion in public meeting materials:

1. Any written communication or correspondence, including any attachments, that members of the public would like included in a Board or Committee meeting packet must be submitted to the following email address: [publiccomment@wilpark.org](mailto:publiccomment@wilpark.org).
2. The written communication will be included in the next public meeting, either Board/Committee meeting, unless specified otherwise by the resident.
3. All written communications submitted for inclusion in a Board/Committee packet shall pertain to public business of the Park District. Any communications unrelated to public business or that contain obscene, indecent, or profane language or imagery will not be included in Board/Committee packets.
4. The written communication must be received not less than two (2) business days prior to a meeting to be included in that particular packet. Written communications received after that time will be included in the next Board/Committee meeting packet.
5. When members of the public communicate directly with one or more members of the Board of Park Commissioners or staff using their individual Park District email addresses, the email will be included in the next Board/Committee packet if forwarded to [publiccomment@wilpark.org](mailto:publiccomment@wilpark.org) per the time constraints outlined above.

*Approved June 12, 2023*

## Calendar of Events: January-February 2026

DATE	TIME	EVENT	LOCATION
January 12	All Day	Beach/Pool Season Pass Preseason and Lakefront Parking Decal Sales Begin	Online
January 12	7:30 pm	Regular Park Board Meeting	Village Hall
January 13	10 am	Summer Camps Posted	Online
January 13	10 am	Preschool 26-27 Priority Registration	Online
January 14	7 am	Flow & Glow	Lakeview Center
January 15	All day	Last Day for CFC Holiday Special	Center Fitness Club
January 15	9:30 am	Ones & Twos: Art Exploration Workshop	Community Recreation Center
January 15	10:30 am	Halim Time & Glass Museum	Mallinckrodt Center
January 16	7 pm	TGIF Skate	Centennial Ice Rinks
January 17	3 pm	Ceramics Café All Ages	Community Recreation Center
January 19	8 am	School Day Off: Rec at the Center, Rec on the Road	Community Recreation Center
January 20	10 am	Preschool 26-27 Resident Registration	Online
January 20	6:30 pm	Committee of the Whole Meeting	Mallinckrodt Center
January 21	7 am	Flow & Glow	Lakeview Center
January 21	11:30 am	Lunch Club	Mallinckrodt Center
January 23	6:30 pm	Family Art Night	Community Recreation Center
January 27	10 am	Preschool 26-27 Non-resident Registration	Online
January 27	10 am	WCT Winter Mini Ticket Sales Open	Online
January 27	4 pm	Books That Cook Workshop	Community Recreation Center
January 28	7 am	Flow & Glow	Lakeview Center
January 29	5:30 pm	The ABC's of Magic Workshop	Community Recreation Center
February 4	5:30 pm	Monster Truck Bash	Community Recreation Center
February 5	5:30 pm	Camp Open House	Community Recreation Center
February 6	6 pm	The Royal Ball	Lakeview Center
February 9	7:30 pm	Regular Park Board Meeting	Village Hall
February 10	10 am	Summer Camp Resident Registration	Online
February 12	3 pm	Valentine's Day Bingo Bash	Mallinckrodt Center

February 13	6 pm	WCT Winter Mini Opening Night	Community Recreation Center
February 14	3 pm	Valentine's Ceramics Café All Ages	Community Recreation Center
February 16	8 am	School Day Off: Rec at the Center, Rec on the Road	Community Recreation Center
February 17	8 am	School Day Off: Rec at the Center, Rec on the Road	Community Recreation Center
February 17	10 am	Amusement Park Workshop Using LEGO Materials	Community Recreation Center
February 17	10 am	Summer Camp Non-resident Registration	Online
February 18	11:30 am	Lunch Club	Mallinckrodt Center
February 20	6:30 pm	Family Art Night	Community Recreation Center
February 23	6:30 pm	Committee of the Whole Meeting	Mallinckrodt Center
February 25	10:45 am	High Tea with Gerri	Mallinckrodt Center



**WILMETTE PARK DISTRICT**  
**Committee of the Whole (Finance)**  
**Meeting Minutes**

*Monday, October 13, 2025*  
*5:30 p.m. – Village Hall*

**PRESENT**

**Commissioners:** Vice President Allison Frazier, Patrick Duffy, Cecilia Clarke, Julia Goebel, Mike Murdock (arrives 6:30 p.m.) (Please note there are only 6 active commissioners at the time of this meeting.)

**Secretary/Executive Director:** Chris Lindgren

**Staff:** Superintendent Sheila Foy, Superintendent Dave Merrill, Superintendent Josh Wallace, Superintendent Lindsay Thomas, Adam Kwiatkoski

**Visitors:** Alan Golden, Walter Keats, Mary Lawlor

**1.0 MEETING CALLED TO ORDER**

The meeting was called to order at 6:30 p.m.

**A. ROLL CALL TAKEN**

**2.0 COMMUNICATIONS AND CORRESPONDENCE**

None.

**3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS**

None.

**4.0 OLD BUSINESS**

None.

**5.0 NEW BUSINESS**

**5.1 BUDGET DISCUSSIONS**

Director Lindgren explains that one of the bigger differences the board will notice is that on the facilities side there is a larger increase. This increase represents pulling salaries from the CRC to the Parks and Planning Department. This allows the control to be with the Superintendent of Parks, Josh Wallace and his team, and it will also allow us to manage overtime better.

**5.1.1 OPERATIONS**

Commissioner Clarke asks about the training and education expenses. Superintendent Foy explains that there are two pieces to that. We did not do as much training in 2025 as we had budgeted, but we want to do more in 2026. In addition, we would like the board to be more involved in some of the training opportunities we have available. Director Lindgren explains that we are budgeting for two board members to join us at the NRPA conference as well as the state conference.

There is money in the budget to continue the district sustainability plan. Commissioner Goebel asks why the Report It Hotline, which was in place to give staff a way to contact HR, is being discontinued. Superintendent Thomas explains that because the number of reports and the quality of the reports coming in were determined to be minimal, the HR and management team decided that concerns could be addressed through a conversation with HR or supervisor.

Vice President Frazier asks for an update on the after-hours phone line. Superintendent Wallace explains that we have a phone tree for staff to use on weekends. Additionally, we are working with our IT department to modify and update our after-hours recorded message to provide more information.

Commissioner Clarke asks about the facility rental line. Superintendent Foy explains that line is for garden plots. Commissioner Clarke asks about the location of expenses for each facility for gas, water and electric. Superintendent Foy explains that each building has utilities items pushed to it from the top. You will see water, electricity and gas pushed out to each facility in each facility's line items. The line items for water, electricity and gas under Parks and Planning are for the labor and materials costs to service those items.

#### **5.1.2 PARKS AND PLANNING**

Superintendent Wallace points out that the memorial benches and trees came in higher this year than we had expected. Commissioner Clarke asks about money under donations. Superintendent Foy explains that checks for donations along with benches, trees and plaques, the remainder of those items after costs to the district is moved over to the scholarship fund.

Superintendent Wallace explains that we are making our next order of trees. We weren't able to plant late in the summer because it was too hot and would put too much stress on the trees. Superintendent Wallace says we have around 50 trees we still have to plant, which includes the replacement trees.

Superintendent Wallace explains to the board that staff in his department have gone through projects to identify those that have the possibility of being funded by grant money. We also get a list of grant opportunities every few weeks from one of our vendors.

Lastly, Superintendent Wallace points out the increase in refuse cost for the district. He says the district is exploring opportunities to do more recycling throughout the district.

#### **5.1.3 ADMINISTRATION (EXECUTIVE, FINANCE)**

Superintendent Foy fields questions about the finance and executive budgets.

Commissioner Duffy asks whether all of our insurance and policies go through PDRMA. Superintendent Foy answers that all of our insurance, including health insurance, goes through PDRMA and is paid via ACH.



Commissioner Duffy asks about staffing the parking area of the lakefront after the season is over. He asks if the park district assumes liability if the beach is not being staffed but the parking area is. Director Lindgren says he will ask PDRMA about liability regarding all lakefront after the season ends.

Commissioner Goebel asks about the cameras available to be installed. Superintendent Foy answers they will all be installed by the end of this year.

#### **5.1.4 ALL OTHER FUNDS EXCEPT RECREATION AND GOLF**

##### **Special Recreation Fund**

Commissioner Goebel says that the aid expense was over budget this year, so the projection for 2026 is reflected in the budget. Budget is off the projected aid spending. Commissioner Duffy says we are spending an extra \$75,000, which is part of the levy. Superintendent Foy explains that the expense increase from last year to this year was related to capital. Then, we had projected a 5% increase in the member contribution and 3% increase on aids because that was the salary increase we agreed to. The levy includes capital and operations spending for ADA.

In 2017-2018, we were spending around \$240,000 on aids per year. However, when covid happened we saw a dip and it has been building back up every year since.

Superintendent Foy summarizes that the budget discussed this evening covers 8 out of 10 of our funds. The other two funds are capital and recreation, which make up 31.3% of our budget and 42.08% of our budget, respectively. The total revenue talked about this evening was 28.42%, made up of mostly property taxes and interest income.

#### **5.2 DRAFT 2025 TAX LEVY SUMMARY**

Superintendent Foy explains that we mostly talked about the tax levy approach as it relates to special rec. This document is the same document we've used over the last couple of years to talk about the truth in taxation rate. If the tax cap funds plus the special rec fund are over 5%, then we have to hold a hearing. Based on the projections that we've made and the budget that we've planned so far for this year, it is not over 5%. We have declining debt service, bringing us down to a 4.1% increase in the tax levy from 2024 to 2025, to be collected in 2026. Commissioner Duffy asks when the debt from Big Tree Lane rolls off; that will be in 2026. There are two more years of paying off debt at Centennial. The board asks to see the chart of debt payments again to understand more about where we stand. The board asks to look at the two-year history of the tax levy.

#### **5.3 TRUTH IN TAXATION RESOLUTION DISCUSSION**

Superintendent Foy explains that she will ask the board to consider the Truth in Taxation Resolution at the November board meeting. If the Truth in Taxation amount is less than 5% including debt service, we are not legally required to hold a hearing.

## **6.0 ADJOURNMENT**

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There being no further business to conduct, Vice President Frazier moves and Commissioner Duffy seconds a motion to adjourn the Finance Committee of the Whole.

By a voice vote; **Motion Carried.**

Minutes Approved on **TBD.**

UNOFFICIAL



# **WILMETTE PARK DISTRICT**

## **Committee of the Whole**

### **Meeting Minutes**

*Monday, October 27, 2025*  
*6:30 p.m. – Mallinckrodt*

#### **PRESENT**

**Commissioners:** President Patrick Lahey, Vice President Allison Frazier, Patrick Duffy, Cecilia Clarke, Julia Goebel, Mike Murdock, Julie Adrianopoli

**Secretary/Executive Director:** Chris Lindgren

**Staff:** Superintendent Sheila Foy, Superintendent Dave Merrill, Superintendent Josh Wallace, Superintendent Lindsay Thomas, Adam Kwiatkoski

**Visitors:** Mary Lawlor

#### **1.0 MEETING CALLED TO ORDER**

The meeting was called to order at 6:30 p.m.

##### **A. ROLL CALL TAKEN**

#### **2.0 COMMUNICATIONS AND CORRESPONDENCE**

All correspondence received on time was included in the packet.

#### **3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS**

Alan Golden – Mr. Golden makes a comment about the beach and sailing beach parking.

#### **4.0 OLD BUSINESS**

None.

#### **5.0 ONGOING DISTRICT PROJECTS**

##### **5.1 GILLSON PARK COMPREHENSIVE PLAN**

Gewalt Hamilton has the completed the As-Builts, is reviewing them, and will submit them to the Village. They are also working to close out the permit with MWRD, including submission of the Plat of Easements.

##### **5.2 Langdon Shoreline Protection**

The engineering firm is finalizing closeout documents, permitting, and pay estimates.

##### **5.3 Hibbard Park**

Work continues at the south baseball field. The concrete has been poured and the fencing is being installed. The contractor is finalizing a corrective action plan for the ECC playground with defined steps and a schedule to bring the Poured-in-Place surface up to ADA compliance. For now, the playground will be open until the weather improves in the spring and the correction is made.

#### **5.4 CRC Reconstruction**

Staff held a project kick off meeting on October 23rd. We met with the general contractor and key subcontractors to review construction timelines, logistics, potential impacts and coordination throughout the project.

#### **5.5 CRC Solar Project**

The contractor is finalizing their installations and punch list items. Verde will be requesting final inspection from the Village in the next week. Once this is completed, the final inspection reports will be submitted to ComEd to get authorization to liven the solar panels.

### **6.0 NEW BUSINESS**

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#### **6.1 SEPTEMBER 2025 FINANCIAL UPDATE**

Superintendent Foy explains that revenue is under budget by the amount of property taxes. Miscellaneous income is over. Revenues are ahead of budget in all the other categories. Staff has worked very hard on projection numbers. There is an operating surplus of \$6.5M versus a budget of \$6.0M, with most of it being related to miscellaneous revenue. Budgeted fund deficit was going to be about \$3.2M but it looks like it'll be around \$3.9M, with most of it related to capital spending (projects that caught us by surprise). Projects that come to mind are the bus, the lift and the well at golf.

Commissioner Duffy asks what happens if property taxes come in late. Superintendent Foy says that we will have some cash flow coming in on Cyber Monday, with the subsequent big influx of cash coming in with camp registration in February. She also states that she has a meeting scheduled with Wintrust to talk about possibilities if property tax dollars don't come in on time. President Lahey mentions that it's possible to explore a loan for the amount of the expected property tax receipts. Commissioner Goebel also says it's possible for the district to pause capital spending while we wait for property tax funds.

#### **6.2 BUDGET DISCUSSIONS**

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##### **6.2.1 GOLF**

Adam Kwiatkoski and Nick Marfise answer board questions about the budget.

Most of the staff at golf are part-time, which is why the payroll has increased so much each year. Part-time employees start at minimum wage and because of the increase in minimum wage law each year, you will see the increase has been more than 3%. Minimum wage has increased by \$1.00 each year since 2021.

Adam explains that for 2026, we used the following to budget: a 3% decrease in rounds with a 5% rate increase in most areas. The golf course uses dynamic pricing, meaning rates change based on season, time of day, weather, etc., we are able to charge more or less to encourage play at slower times and maximize revenue during busy times. We are the highest price municipal golf course on the north shore.

Commissioner Murdock says that revenues are flat, which makes sense because Winnetka's course opened back up last week. On the expense side and salary side, labor

cost is going up 8% relative to last year's budget, 4% relative to the end-of-year projections, whereas revenues are flat. He asks if there is any way to tighten the gap in some way. Adam answers that yes, that revenue comes in our "shoulder" season, so is weather dependent. But also, when we are open more days, we have to have staff on the schedule more days. There was a portion of the season this year when we were short some maintenance staff, but we budgeted back to full staff all next season. That probably accounts for a percentage point or so.

Commissioner Duffy asks about tee times being every 10 minutes. Adam explains that during covid, we had to go to 15-minute intervals so there weren't two groups on the same hole. Then, at some point they changed it from 15 minutes to 10-minute intervals, so we had to run a whole season on 10-minute intervals. What we found with that was it helped the pace of play. It cost us a couple of tee times over the course of a whole day, which we were comfortable with. If we went to 9-minute intervals, it backs up. With 10-minute intervals we can also account for some situations like a computer glitch.

Commissioner Murdock asks about camp revenues being down about 9%. The thought was that normally our golf camps are sold out. Adam explains that some of that is making sure our numbers are regulation based. Some of that is more residents signing up early, which changes the revenue because resident rates are less than non-resident. We also so more employee participation in golf programs, a number that keeps going up every year (a good thing).

Commissioner Adrianopoli asks if the junior membership is just for our course or if it crosses multiple golf courses. Adam answers it is only for our golf course.

Commissioner Murdock asks about the projected decline in revenues for the driving range for this year, following a 30% increase the year before. This year we hit the number and expect it to be the exact same next year. Commissioner Murdock asks if we are at capacity with our driving range. Adam states that, yes, we are likely at capacity for the driving range. President Lahey asks what kind of year we are planning on in terms of weather. Adam answers that we are planning on a year similar to this year for weather.

### **6.2.2 RECREATION FACILITIES & PROGRAMS**

Superintendent Merrill introduces the Recreation Department budget.

Commissioner Murdock asks about the report totals. We have a generated consolidated budget of \$2.8M, our projection is about \$2.6M and the proposed budget is about \$2.5M. It seems we are trending in the wrong direction. He looks at diving to see we had a fairly robust diving program in 2023 and 2024, and we expected to have one in 2025 but it didn't happen because of staffing issues. He asks why we aren't trying to rebuild that area in 2026. Superintendent Merrill states that we did not have the staff to run a diving program in 2025, and we do not expect to have staff for that area in 2026.

Staff have worked very hard to make sure we are renting the ice out as many hours as possible, even in the summer. We continue to work with our vendors to maintain

relationships. Commissioner Clarke asks why locker rental revenue is down. Florence Krieger, the Ice Supervisor, explains that we removed some of the lockers and placed cubbies for people's belongings. We also, during covid, stopped renting lockers and only began renting them again this year.

### **Community Appreciation Events**

Superintendent Merrill explains that the budget has increased for Community Appreciation in 2026. This is the home of our July 3<sup>rd</sup> event, Block Party and Wallace Bowl events. Commissioner Duffy asks what kind of events are being put on at Wallace Bowl. Superintendent Merrill explains that we have the children's theater putting on a performance. Laura Grunschel, CFA Supervisor, says we are moving forward with more musicals down at the Bowl in addition to the concerts. This summer we had two nights per week of concerts, one more fine arts and the other more rock/pop bands. We are ready to take suggestions from the community. The board asks staff to see if there would be community interest in sponsoring the fireworks for July 3<sup>rd</sup>.

### **Lakefront**

The Lakefront staff introduce themselves: Conor McCormick, Emin Jakupovic and Megan White. Megan White, Lakefront General Manager, explains that fee increases on the lakefront have followed board guidance of 5%. Daily passes remain the same based on the pricing of our neighbors. Our sailing pass did increase by \$1 because it hasn't been changed in the past couple of years. We budgeted based on the actuals for this year because it is not possible to predict what the weather will bring. Aquatics camp cost decreased so we can bring more people back into the camp. Kayak and SUP camp has increased in cost for next year based on vendor request. Megan explains that Kayak and SUP camp is very specialized and it makes sense that it is the most expensive camp per hour. President Lahey stresses the tracking of data at the beaches over a few years so we can adjust accordingly. Megan explains the balance between sending part-time staff home on bad weather days and the ability to get those staff back the following summer.

Commissioner Duffy asks the general manager what her impression is of the changes made at the lakefront. Megan answers that she has seen a huge difference for staff experience. We made less calls and less reports. Commissioner Duffy asks about the upgrade to post and rope, rather than beach fence. Megan answers that she believes that some people feel heard in their opinion of the aesthetic and that has been improved. She also believes there is more understanding in what staff were facing in managing the property when South Beach was free. Commissioner Goebel says there was a lot of positive feedback in terms of the look and feel of the beach.

Commissioner Murdock asks about the increase in miscellaneous contract services and the further increase for next year. Megan explains that most of that is credit card fees and next year we will be cashless (credit and debit only). Commissioner Murdock asks about overall revenues staying flat, but staffing costs are going up by 12%. Megan says that we are budgeting for the most amount of staff hours, which we don't expect.

[At this point, the board takes a 10-minute recess.]

## **Racquet Sports**

Jason Stanislaw, Racquet Sports General Manager, explains to the board that there were significant changes to the budget in 2025, including initiation the apprenticeship program. We lost two coaches who had been with the district for a significant amount of time (one of them was here for 20 years). We made a significant change to the curriculum for kids under eight years old; we are now using stations to keep kids active more of the time they are in class, which has also allowed us to increase capacity. We have also had a jump in private lessons, with two levels of professionals teaching.

Commissioner Duffy asks why we are tracking prime time versus non-prime-time court usage. Jason explains that there are different rates for different times, but it is determined that in the budget it makes no difference, as they are all rentals.

Commissioner Adrianopoli asks about pickleball revenue: do people reserve courts, do people purchase their own pickleballs, etc. Jason answers that our dedicated pickleball courts are outdoors in parks and we treat them as park amenities. Residents of Wilmette can reserve pickleball court 2-days in advance for no fee. Indoor pickleball is a minor sliver of what we are doing in tennis – we have three indoor classes and a few mornings of drop-in play. The only expense are the pickleballs that get used indoors.

For platform tennis, we still have the lowest price for residents in the area. Commissioner Adrianopoli asks if there are additional opportunities for rental revenue. Jason explains that there are limitations to what we can do at the platform tennis facility due to conditions on the zoning from the Village such as we can't play music and the lights go out at 10pm on weekends. There are also a number of foundation events that take place at the facility during the season to raise money. President Lahey asks about opportunities to rent the space during the summer months, since it is an air conditioned space. Jason responds that we have not explored renting the space during the summer yet. President Lahey asks about how to control the increase in food cost. Jason explains that food expenses are a payment in addition to the membership. Food costs are a direct pass-through expense. The board asks for a follow-up explanation of food costs.

Commissioner Murdock asks about lesson revenue projection being 13% below budget on revenue, but the instructor expense is 7% higher. Jason says that is the deployment of pros at matches. The dollars that are paying the increase are located in memberships.

## **Fitness**

Superintendent Merrill tells the board that Center Fitness Club is very stable, consistent business. Our users have been very understanding and tolerant of all the work that has been going on at the club.

## **Gymnastics**

Superintendent Merrill introduces Sara Emory, who has been with the district for 11 years. Sara is the current Gymnastics Manager. Sara announces that we just had our rock climbing wall installed. Commissioner Goebel calls out the high school gymnastics

program that started in June which is a nice teen outlet.

### **Mallinckrodt**

Superintendent Merrill introduces Lisa Sullivan who manages the Mallinckrodt facility and has been with the district for almost six years. We are cost-sensitive with these programs and Lisa worked to expand some of our Saturday programming. We promote the two big rooms at the facility as rental spaces. Vice President Frazier asks if we make any money on the trips offered. Lisa explains that the goal is to make money but they haven't been as popular this year. She does her best to break even and get all of the trips off the ground. For smaller groups we take our own bus. Commissioner Adrianopoli asks about marketing to other areas of high senior population. Lisa states that one of her goals is to increase sponsorship as well. Commissioner Clarke brings up the fact that camp came in under budget. Lisa explains that afternoon Safety Town camp ended up with only five (out of twenty) kids.

### **CFA**

Superintendent Merrill introduces Laura Grunschel, Supervisor for Center for the Arts. Laura explains that there are several areas in arts that will require new equipment because it was damaged in the sprinkler incident. Commissioner Clarke asks about the children's programs that are under budget in 2025, but are projected to be higher in 2026. Katelynn Putkonen explains that it is important to understand that a lot of the CFA areas are operating with 50% less space currently, as well as some classes having been canceled due to the damage. Laura has created a program that can move around as construction takes place.

### **CRC Operations**

Superintendent Merrill introduces Christine Vaughn, CRC Operations Supervisor.

### **Utilities**

Superintendent Foy explains that she went back to the beginning of 2024 and got usage numbers. The price of the commodity and delivery went up this year. The budget was created with a 20% increase in Comed charges. The solar panels are not going to show a significant savings to us as a park district. We will be paying Onyx for the solar energy they are selling us because they bought these panels. The solar farm will start giving us energy credits in September 2026. Director Lindgren adds that we will see our peak demand lower, which will be savings that are hard to capture.

### **Green Team**

Superintendent Merrill introduces Katelynn Putkonen, Recreation General Manager. Katelynn asks her team to introduce themselves: Andrew Puccetti, Rachel Schmidt (Preschool Supervisors); Kathy Chuckas (Sports Supervisor); Rosie Aliperta (School Age Supervisor); and Julie Freels (Gen Rec Supervisor).

Katelynn commends her team on collaborating with each other. She challenged her team to identify the community needs and altering our programs to meet those needs, instead of continuing to do the same thing over and over. Rebranding the before and after school



rec program was a huge effort across many departments that took a year to complete. We are now able to serve double the amount of families through that program. She goes on to explain changes made in many other areas. Vice President Frazier asks about increasing the number of children in preschool. Katelynn explains that we would love to increase numbers our preschool program but we need more space to do so. Commissioner Murdock asks about Early Childhood, relative to budget we were down 12% and next year we won't quite replace that. Katelynn explains that we have many employee children in our program but that we will be graduating a lot of them soon.

Commissioner Duffy thanks the recreation staff for making sure the park district has such a great reputation in town.

## **7.0 ADJOURNMENT**

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There being no further business to conduct, Commissioner Duffy moves and Commissioner Goebel seconds a motion to adjourn the Committee of the Whole.

By a unanimous voice vote; **Motion Carried.**

Minutes Approved on **TBD.**



## FINANCE COMMITTEE OF THE WHOLE MEETING MINUTES

### Board of Park Commissioners

November 10, 2025

6:30 p.m. – Village Hall

#### Present

**Commissioners:** President Patrick Lahey, Vice President Allison Frazier, Patrick Duffy, Cecilia Clarke, Julia Goebel, Julie Adrianopoli, Mike Murdock

**Secretary/Executive Director:** Chris Lindgren

**Staff:** Superintendent Lindsay Thomas, Adam Kwiatkoski, Superintendent Josh Wallace, Superintendent Dave Merrill, Superintendent Sheila Foy

**Visitors:** Mary Lawlor, Walter Keats, John Gridley

#### 1.0 MEETING CALLED TO ORDER

The meeting was called to order at 5:30 p.m.

#### A. ROLL CALL TAKEN

#### 2.0 COMMUNICATIONS AND CORRESPONDENCE

All correspondence received on time was included in the packet.

#### 3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

None.

#### 4.0 OLD BUSINESS

None.

#### 5.0 NEW BUSINESS

##### 5.1 2026 CAPITAL BUDGET DISCUSSION USING FINANCIAL MODEL

Director Lindgren begins with an explanation of the number in the capital model to move the cooling tower off the roof at Centennial is high and we are hoping to split the project into smaller pieces in order to spread the cost across years. We will go out to bid in the next couple of weeks for the HVAC portion to get realistic numbers.

Commissioner Goebel explains that once we have a comprehensive master plan that will help support the board's decisions on the capital projects. Commissioner Duffy clarifies that a master plan would be an evaluation of the different facilities and potential capital improvements. Through the comprehensive plan, a light assessment of facilities was done, but a master plan would be a more detailed assessment.

Superintendent Foy says that we projected a \$4.25M fund balance in 2025 and we are on target for that. For 2026, we increased the target fund balance to \$4.5M and we are on target to meet that as well.

Commissioner Clarke says that it was indicated that expenses were 3-5% but we only have income tax at 3%. Superintendent Foy explains that at the end of last year CPI was 2.9%. We are projecting building repairs at 10% because we think we are going to be spending more than the rate of inflation for repairs. There will be budgeting reasons that we would want to charge more. Most of our expenses are in salaries, benefits and contract services. She guesses property taxes will only go up by CPI. Most of our revenue is driven by fees. 5% has been a lot closer to the what we have experienced expense-wise in the past.

President Lahey asks Superintendent Foy what our debt looks like for the next few years as some of our debt rolls off. Superintendent Foy explains that over the next four years we will not have any DSEB debt available to us. The only lever we have is related to the special rec fund; we have not levied as much property tax as we could have on that fund. President Lahey asks how the referendum debt falling off would affect someone's property tax bill. Superintendent Foy explains that if the board decides to use the full levy available for the special rec fund in 2027, tax bills would not increase because of the referendum debt falling off. Superintendent Foy suggests we identify costs that could be coming from the special rec fund moving forward, as she is aware of projects we have paid for out of the general capital fund that could have allocated to the special rec fund. Commissioner Duffy suggests allowing the tax bills to reduce once the debt falls off. Our surplus is averaging in the \$6M range each year, but if we could increase that to \$7M in 2027 or 2028 because that would give us the opportunity to create a savings for the potential future project. Commissioner Goebel suggests spending less in order to reach the goal of \$7M surplus. Commissioner Duffy mentions that we are budgeting for a large increase in staff, which equates to more salaries, wages and benefits. With a significant number of part-time staff, we are paying a substantial amount in wages because the cost of living increase each year is one dollar (Illinois Law). Commissioner Duffy suggests looking at staffing levels of part-time employees to prevent over-staffing. Director Lindgren states that staff was vigilant in monitoring the weather and sending part-time staff home during the summer. We budget for "best case scenario" in terms of the weather.

The board inquires about how the district prepares for recession. Commissioner Murdock says that when there was a true recession in 2008-2009, the district benefitted from families looking for a more affordable option. Superintendent Foy says that the surplus in 2021 was over \$7M, which resulted from full-time staff covering both full- and part-time roles due to ongoing hiring challenges. Superintendent Merrill says that each of our products reacts differently to trends in the community.

Commissioner Murdock asks about the line items in hardware and software, as the number

drops significantly in 2027. Superintendent Foy answers that we will check on the accuracy of the 2027 number. Then, we jump down to the sailing shack, where the line item states \$122,000 for design of a new sailing shack. Superintendent Wallace confirms that number is accurate for the design of the project. Director Lindgren confirms that the civil engineering is very detailed on the sailing shack project, including utilities in the area, building on sand, along with regulatory and permitting because we are located on the lake. Commissioner Goebel asks if the line item for “facility condition” is the beginning of building a master plan. Director Lindgren confirms this.

## **5.2 2025 PTELL RESOLUTION TAX LEVY DIRECTION**

Superintendent Foy explains that the Tax Levy Approach document that was circulated at the last meeting showed increase for PTELL purposes at 4.7%, but the overall tax levy increase is now projected to be 4.1%. Even though we are below 5%, we always have a hearing even when we are not required to by law. When we factor in the debt service our overall tax levy increase is projected to be a 4.1% increase over last year. These are the same numbers that were presented to the board in September. The board will vote on the tax levy in December.

Commissioner Murdock expresses concern about the levy. Tax capped funds have increased by 7.1% over the last two years. We are proposing to increase taxes by 13.4%. Director Lindgren explains that the amount we are levying for the special rec fund has increased because the cost of aids has increased almost \$100,000 over the last couple of years. Our inclusive aid costs are getting close to pre-covid numbers (i.e., 2018 and 2019). In addition, there is an increase to the member contribution to NSSRA, which is set by NSSRA. President Lahey states that PTELL exists to pay for aids and member contribution to the special rec association, and he believes the community supports it. President Lahey has been transparent with the public about why the board is pushing for an increase in the levy through his speech at the League of Women Voters and also publishing his speech in the last packet. He has received no objection from members of the public that he has encountered. Commissioner Murdock qualifies that no matter what the board does, there will not be any impact in the services provided. The discussion last year revolved around whether or not the fund balance would be in compliance with our policy at the end of the year. Commissioner Murdock recommends moderately increasing the fund balance a little at a time over the next few years, and also plugging in capital funds next year when the referendum debt comes off. Commissioner Clarke makes the point that if we levy for any lower amount we will not meet the minimum fund balance to be in compliance with our fund balance policy.

Superintendent Foy goes through the process we will go through to remain in compliance with our policy. We would transfer operating funds into the special recreation fund so that it balances and we don't get a write-up from the auditors that we have bounced our own fund balance policy. Commissioner Murdock says that if we go this route, no services will be

denied. We could hold off on increasing capital spending for ADA until the referendum debt falls off next year.

### **5.3 IAPD CREDENTIALS CERTIFICATE AND IAPD RESOLUTIONS**

Director Lindgren states that this document is for the IAPD annual business meeting, for voting rights. We have a delegate who will attend the meeting and need one or two alternates identified in the case that the delegate cannot attend. Commissioner Murdock and President Lahey volunteer to be the two alternates.

### **7.0 ADJOURNMENT**

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There being no further business to conduct, Commissioner Duffy moves and Vice President Frazier seconds a motion to adjourn the Finance Committee of the Whole.

By a voice vote; **Motion Carried.**

Minutes Approved on **TBD.**



# WILMETTE PARK DISTRICT

## Regular Board Meeting

### Meeting Minutes

December 8, 2025

7:30 p.m. – Village Hall Council Chambers

#### **PRESENT**

**Commissioners:** President Patrick Lahey, Vice President Allison Frazier, Patrick Duffy, Julie Adrianopoli, Cecilia Clarke, Mike Murdock and Julia Goebel

**Secretary/Executive Director:** Chris Lindgren

**Visitors:** Lyn King, Mary Lawlor, Jon Marshall, Aly Jiwani, Elizabeth Clarke

#### **1.0 TRUTH IN TAXATION HEARING**

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##### **1.1 ROLL CALL**

President Lahey calls the hearing to order. Director Lindgren explains increases and decreases in the tax levy. Commissioners are asked for written or oral comments. Commissioner Murdock explains that the park district is not required to do a hearing this year, since the increase of the park district portion of the levy is below 5%. The park district is over 5% between this year and last year on average. President Lahey then asks those present if there are any oral testimonies; there are not.

There being no further business to conduct during this hearing, Commissioner Goebel moves and Commissioner Clarke seconds a motion to adjourn the hearing. By a roll call vote; hearing adjourned.

#### **2.0 REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS CALLED TO ORDER**

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The meeting was called to order at 7:30 p.m.

##### **2.1 ROLL CALL**

#### **3.0 CONSENT AGENDA**

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Commissioner Adrianopoli moves and Commissioner Duffy seconds the motion to approve the Consent Agenda of December 8, 2025.

By a roll call vote, voting Yes, Commissioners: Duffy, Adrianopoli, Goebel, Clarke, Murdock, Frazier and Lahey. Voting No, none. Abstain, none. Absent: none; **motion carried.**

#### **4.0 COMMUNICATIONS AND CORRESPONDENCE**

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There is nothing in addition to what is in the packet.

## **5.0 PUBLIC COMMENT/RECOGNITION OF VISITORS**

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President Lahey explains public comment to the audience and states that the policy is located on page three of the packet.

John Marshall – Comments about the updated ordinance which amends the current district conduct ordinance. He also makes suggestions for further action.

## **6.0 STAFF REPORTS**

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### **6.1 EXECUTIVE DIRECTOR REPORT**

Director Lindgren gives his report to the board.

### **2025 TAX LEVY**

On the agenda for the Board's consideration is the 2025 Tax Levy, which is collected in 2026 and directly related to the 2026 fiscal year budget of the District. The Truth in Taxation law requires a local government subject to tax caps to conduct a public hearing regarding the tax levy in excess of 5%, as a Board Policy and best practice for transparency, we have continued to hold a hearing even when below that threshold as seen tonight. The Board will vote on the Tax Levy Ordinance and the Reduction Resolution at this meeting. The Tax Levy must be approved in December so that staff can file it with the County by the deadline at the end of December.

The Reduction Resolution directs the County on how to reduce our levy in the event that too much has been levied once the Equalized Assessed Value (EAV) of all property is established.

### **2026 BUDGET**

Over the last three months, the Board has been reviewing and adjusting the annual budget alongside staff. With consensus to move forward, staff are completing the final budget book that will be posted for 30 days prior to the Budget and Appropriations Hearing to be held on January 12, 2026 at the Regular Board Meeting. This will be posted on our website and available for review at our Administrative Offices at Village Hall.

### **2026 MEETING CALENDAR**

In accordance with the Open Meetings Act, the Annual Schedule of Meetings must be approved by the Board and posted on our website. The 2026 calendar is on the agenda for approval. We are happy to see that there are only two current deviations from our regularly scheduled days due to conflicts.

### **BLOOD DRIVE**

The Park District is partnering with the New Trier Township, Northfield Township & Representative Gong-Gershowitz for the Holiday of Hope Blood Drive held on December 11<sup>th</sup> from 12-6pm at the Community Recreation Center. Staff are working on a promotional video with President Lahey and Gail Eisenberg from the Township to raise awareness. Feel free to sign up and donate!

## **CONDUCT ORDINANCE DISCUSSION**

On our agenda this evening is a change to our conduct ordinance based on many discussions with the Board, staff and legal counsel. We have received numerous thoughtful emails and calls from concerned residents on the topic of community safety in light of the Federal Immigration activities here in Wilmette. We are bound by the law in what we are able to change and enforce, but the action we can take is in front of you tonight. We have our legal counsel to answer any remaining questions the board may have.

### **6.2 PARKS AND PLANNING REPORT**

Superintendent Wallace gives his report to the board.

#### **Gillson & Langdon**

Engineers are still working through the permit process, MWRD and the closeout processes.

#### **Hibbard**

Construction is substantially complete. We did our final walk-through for punch list items. We have the list and those items will be completed spring of next year, and after that the ECC playground surface will be replaced, too.

#### **CRC Reconstruction**

The drywall is complete and they are starting to paint upstairs. Next they will work on the flooring. We received partial delivery of the cabinets. Staff have been coming in early and staying late to paint areas that are not affected by the incident so that the design is uniform throughout the facility.

#### **Solar**

Verde got approval from Comed and the system will be live and running by this coming Friday.

#### **Parks**

Parks division has been working very hard to clear snow and ice. They have also been doing some extensive cross training. Prior to the snow staff was working on the soccer fields and finalizing winterization. The sports fields were aerated.

#### **Buildings**

Staff installed power to the new automotive lift. They added security cameras at the CRC skate park. There were several facility upgrades completed, including HVAC, LED lighting and thermostatic mixing valves. Studio A and spin room flooring were replaced. When we say that crews upgraded lighting to LED, that means they have changed out those fixtures, not just lightbulbs.



### **6.3 GOLF REPORT**

Adam Kwiatkoski gives his report to the board.

We were able to complete a bit of drainage before the snow came. We completed the year in-line with budget. We have received more snow so far this season than the entire season last year. Staff has been working on getting the trail groomed for cross country ski.

### **6.4 RECREATION REPORT**

Director Lindgren gives some highlights from the rec report.

Preschool had an art open house. The gymnastics rock wall installation is complete. The floor in studio A and other completed upgrades are a welcome sight to the CRC team, as it's been a long road. The team has done a great job balancing everything moving around. There was a great production of Elf Jr. in the arts department. Youth basketball leagues continue to grow. Dance and theater come together to put on Nutcracker which begins this weekend.

### **6.5 OPERATIONS REPORT**

Superintendent Thomas gives the board highlights from the Operations Report.

We have been fine-tuning the annual report. Summer job postings are up!

We had over 2500 passes sold on Cyber Monday. The videos we posted on social media helped bolster the tickets sold for Breakfast with Santa.

Composting is still going strong. Staff got to go to a material recovery facility to learn more about recycling. The Village of Wilmette is supporting orange hefty bag recycling and information can be found on the Village website.

### **6.6 FINANCE REPORT**

Superintendent Foy thanks the board for approving the engagement letter for the auditing firm.

The capital plan was at \$7.2M and we had about \$999,000 we carried over from last year to spend this year. Some projects were cancelled and some came in under budget, so we are saving about \$800,000. The capital spreadsheet shows what the savings are for each one of the projects.

We have not seen any property taxes come in yet. The due date is December 15<sup>th</sup>.

Commissioner Duffy asks about Village ticket revenue, whether it is \$18.40 or \$18,400. Superintendent Foy clarifies that it is \$18,400. Commissioner Adrianopoli asks about whether the \$17,000 of concession fee revenue is above what is projected in the budget. Superintendent Foy says that the concession fee revenue is in the projection and is not

in the budget. There was a catch-up of money that we had not collected last year that was collected this year.

Commissioner Murdock and Commissioner Adrianopoli state they would like more detail on the projects that are over budget. He states that big projects will have a summary at the end of what we spent and what was budgeted. Commissioner Duffy asks if the board will see the impact of the increase in minimum wage for part-time staff. Director Lindgren states they will have that information by Friday.

## **7.0 UNFINISHED BUSINESS**

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None.

## **8.0 NEW BUSINESS**

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### **8.1 CONSIDERATION OF CIVIL IMMIGRATION ENFORCEMENT ORDINANCE 2025-O-10**

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Commissioner Duffy moves and Commissioner Murdock seconds a motion to approve the ordinance.

Director Lindgren makes a statement from his memo to the board:

At the November 12, 2025 meeting, the Village Board unanimously adopted Village Ordinance No. 2025-O-92 in response to recent federal immigration enforcement activity associated with “Operation Midway Blitz.” One of the locations identified in connection with that activity, Howard Park, is leased to the Wilmette Park District and therefore falls under Park District jurisdiction and operational control. At the Committee of the Whole meeting on November 17, 2025, the Board discussed this ordinance and reviewed the Park District’s legal authority to regulate activities in our parks and facilities. At the end of the discussion, the Board directed staff and counsel to draft amendments to the existing conduct ordinance that reflect Village Ordinance No. 2025-O-92 and address community safety concerns.

Staff and counsel propose clarifying language within the Park District’s Conduct Ordinance to ensure clear, predictable guidance for staff, patrons, and other third parties seeking to use Park District property.

Staff recommends the Board adopt an ordinance amending Chapter IV of the Park District’s Conduct Ordinance to add new Section 4.08, “Use of District Property for Civil Immigration Enforcement Activity.” Adoption will clarify the Park District’s operational procedures and expectations for all persons on Park District property, including federal agents, consistent with applicable federal and state law.

Park district Counsel, Andrew Paine, clarifies that there was a very detailed discussion at the Committee of the Whole meeting in November. We all recognize that there are limitations on the park district, as a non-home-rule form of government and as a park district, but also trying to regulate a federal agency. We have worked with the Executive Director to push things as far as we could to create protections within the community

within the bounds that we have as a park district. The draft ordinance that is on the agenda tonight is where we ended up.

Commissioner Goebel asks about staging, stating that during the Democratic National Convention the Department of Homeland Security used Gillson Park for staging, a request which the park district granted. She goes on to ask if we are asked for staging space, do we decline? Andrew explains that the ordinance restrictions relate directly to staging activities of civil immigration enforcement, which, if passed, would be prohibited. For other types of staging, like for a convention or rally, those would be outside the province of this ordinance, but it would still need to be approved by the district, since it is use of the district property and parks. Commissioner Goebel asks Director Lindgren if there were a request to the park district for staging of civil immigration, would the answer be no? Director Lindgren states that the answer would be 'No.' Commissioner Adrianopoli asks staff to continue to monitor as the situation evolves and other municipalities pass various legislation. Commissioner Murdock echoes that sentiment and thanks the Village staff for their presentation on their ordinance during the Village's meeting. Director Lindgren explains that the park district will prioritize training for employees so they know what to do if federal agents show up in our facilities. President Lahey says that in a few weeks we will be onboarding several hundred employees for summer that will need to be trained as to what to do if armed and masked men show up at their facility, which is absurd. He stresses that the park district will do everything it can to support our staff, patrons and community members.

By a roll call vote, voting Yes, Commissioners: Duffy, Adrianopoli, Goebel, Clarke, Murdock, Frazier and Lahey. Voting No, none. Abstain, none. Absent, none; **motion carried.**

## **8.2 CONSIDERATION OF CRC BASKETBALL EQUIPMENT PURCHASE**

Commissioner Clarke moves and Commissioner Murdock seconds a motion to approve the CRC basketball equipment purchase.

Director Lindgren explains that the current hoops are not adjustable, but the new equipment would be adjustable to accommodate younger children. There are two options, but option two is similar to what the schools currently have and what staff recommends.

Commissioner Clarke amends the motion: Move to approve the CRC basketball equipment purchase in the amount of \$42,689.95. Commissioner Murdock seconds the amended motion.

Commissioner Adrianopoli asks what happens to the current hoops. Director Lindgren says we auction it off.

By a roll call vote, voting Yes, Commissioners: Duffy, Adrianopoli, Goebel, Clarke, Murdock, Frazier and Lahey. Voting No, none. Abstain, none. Absent, none; **motion carried.**

### **8.3 CONSIDERATION OF ALTERNATE TAX LEVY ORDINANCE 2025-O-9**

Commissioner Murdock moves and Commissioner Duffy seconds a motion to approve the alternate tax levy.

Commissioner Murdock explains his reasoning for wanting the alternate tax levy. This levy represents a 5% average tax levy over a two-year period. Historically with this agency we have been fiscally prudent. We have never been required to have a truth in taxation hearing until last year. Commissioner Murdock states that in 2025 we transferred funds from another fund that has excess reserves in order to stay in compliance with our fund balance policy, which means we did not cut any services or change any of our programming. This is something we could do again in 2026. Because of this he believes it is fiscally responsible for the board to approve the lower levy. Commissioner Duffy agrees that we would not be cutting any services if we approve the lower levy. The park district accounts for a very low percentage of each person's tax bill. In 2019, the park district accounted for 5.3%. In 2020: 4.79%; 2021: 4.08%; 2022: 4.07%; 2023: 4.05%; and 2024: 4.23%. He explains that if we can do something about our tax bills, we should.

Commissioner Clarke asks why Commissioner Murdock is using a two-year average. She would like to see it staying more consistent, rather than high one year and low one year. Vice President Frazier makes the point that had the district been fully funding the special rec fund we may not have had to increase the levy 7% in 2024. Commissioner Goebel says that when she joined the board six years ago she was surprised to learn that there were still ADA projects to be completed. She supports the plan the board has worked on over the past few months and believes the difference is nominal. Commissioner Adrianopoli says understands concerns from residents about tax bills and she shares in that concern. Moving forward she believes that staff can look at operational costs (staff, benefits) as well as revenue generating opportunities. She agrees that the district needs to focus on ADA compliance.

Commissioner Murdock agrees that completing the ADA plan sooner than later is advisable. He points out that we have allocated money to capital projects over the last few years that we did not spend. However, this discussion doesn't have anything to do with the amount of outstanding capital projects and whether we accelerate them. The board is in agreement we would like to get as many projects done as quickly as possible. We drew down our reserves too quickly, so Commissioner Murdock advocates to build the reserves back up over a 2-3 year period. He says he is using the 5% set by the state as a guideline. Commissioner Duffy points out that the board agreed unanimously to increase the amount budgeted for ADA projects and that there is no deadline to complete those projects. They will continue to do the projects in measurable amounts. He points out, that is possible without increasing the special rec fund.

By a roll call vote, voting Yes, Commissioners: Duffy, Murdock. Voting No, Adrianopoli, Goebel, Clarke, Frazier, Lahey. Abstain, none. Absent, none; **motion fails.**

#### **8.4 CONSIDERATION OF TAX LEVY ORDINANCE 2025-O-8**

Commissioner Goebel moves and Vice President Frazier seconds a motion to approve ordinance 2025-O-8.

President Lahey says that August 22<sup>nd</sup> they posted a calendar of the budget which included the August 25<sup>th</sup> meeting about the truth in taxation levy. Obviously there have been some changes but it's part of discussion. We talked about it in October 10<sup>th</sup>, six meetings we talked about matching revenues and expenditures, including the tax levy. On the 22<sup>nd</sup> President Lahey gave a speech at the League of Women Voters where he devoted part of it to our levy and the aging infrastructure needs. He put the speech in the meeting packet. The packet was broadcast to the community through our Board Brief newsletter at the end of November.

By a roll call vote, voting Yes, Commissioners: Adrianopoli, Goebel, Clarke, Frazier and Lahey. Voting No, Duffy, Murdock. Abstain, none. Absent, none; **motion carried.**

#### **9.0 ADJOURNMENT**

There being no further business to conduct, Vice President Frazier moves and Commissioner Clarke seconds a motion to adjourn the Regular Board Meeting.

By a voice vote; **Motion Carried.**

Minutes Approved on: **TBD.**



**WILMETTE PARK DISTRICT  
GILLSON PARK  
FOOD AND BEVERAGE VENDOR LICENSE AGREEMENT**

This Agreement is made and entered into at Wilmette, Illinois as of this 1<sup>st</sup> **day of January 2026** by and between the **WILMETTE PARK DISTRICT** (“Park District”) and **The Fat Shallot**, an Illinois corporation (“Vendor”). The Park District and Vendor are hereinafter sometimes referred to individually as a “Party” or together as the “Parties.”

**RECITALS**

- A. The Park District owns and operates the Lakefront operations, located in Gillson Park at the corner of Lake Avenue and Michigan Avenue, Wilmette, Illinois (“Lakefront Operation” or “Premises”), and in conjunction with such operation desires to contract with a responsible independent contractor to provide a quality food and beverage concession service (“Food Concession”) at the Wilmette Beach for the Lakefront Operation patrons.
- B. Vendor has represented to the Park District that Vendor is an experienced food service operator capable of providing quality food services for Lakefront Operation patrons, and Vendor desires to obtain a license from the Park District to operate the Snack Shop at the Gillson Beach within the Gillson Park property.
- C. The Park District deems it in the best interest of the Park District to grant such license to The Fat Shallot.

NOW THEREFORE, in view of the foregoing premises and in consideration of the mutual promises hereinafter contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows.

- 1. Grant of License. Subject to the terms and conditions of this Agreement, the Park District hereby grants to Vendor a license (“License”) to sell to Lakefront Operation patrons food, beverages and related products as provided in this Agreement (collectively “Food Items”) from the spaces commonly known as the Gillson Beach “Snack Shop”, the concession deck area. This Agreement may from time to time refer to the Snack Shop and Patio Deck as the “Licensed Space”. Vendor is also granted a right of ingress and egress over portions of the Lakefront Operation designated by the Park District for the purpose of operating the Food Concession; provided, however that Vendor may only accept deliveries by vendors at hours which are not disruptive to the Park District’s activities at the Lakefront Operation. Vendor shall, at its sole cost and expense, provide service at the Lakefront Operation, and may retain all profits generated there from.
- 2. Use of Park District Equipment. In its conduct of the Food Concession, Vendor shall be permitted to use the furniture and equipment owned by the Park District and listed on **Exhibit A** attached to and incorporated by reference in this Agreement (collectively, “Licensed Equipment”). Vendor shall exercise good care in its use of the Licensed Equipment and shall be responsible for maintaining the Licensed Equipment in as good or

better condition as existed immediately prior to Vendor's use thereof, ordinary wear and tear accepted. The maintenance of an orderly and clean appearance of the Licensed Space and maintenance in good condition and repair of the furnishings and equipment in the Licensed Space is an essential obligation of Vendor. Vendor shall not remove any of the Licensed Equipment from the Licensed Space. In the event that during the License Term any of the Licensed Equipment is damaged, destroyed, or fails to operate because of Vendor's wrongful act or neglect, or is missing, Vendor shall pay the entire cost for repair or replacement as determined necessary by the Park District. In the event any of the Licensed Equipment fails to operate during the License Term through no fault of Vendor, the Park District shall determine, in its sole discretion, whether the Licensed Equipment can and should be repaired and, if the Park District determines that the Licensed Equipment should be repaired, the costs for such repair shall be borne by the Park District. In the event the Park District determines that the Licensed Equipment cannot or should not be repaired, the Park District may, but shall be under no obligation to, replace same. The cost of any such replacement may be shared on such basis as the Parties mutually agree. Under no circumstances shall the decision of the Park District not to repair or replace any Licensed Equipment or the failure of the Park District to repair or replace any Licensed Equipment constitute a breach by the Park District of its obligations under this Agreement, or otherwise permit Vendor to terminate this Agreement, it being understood that the provision by the Park District to Vendor of the use of the Licensed Equipment is not an obligation of the Park District under this Agreement. Vendor shall provide all furniture and equipment not provided by the Park District which is necessary for Vendor to properly carry out its obligations under this Agreement.

3. License Term. The term of the License shall commence on May 15 and conclude on Sept. 15 annually for three years 2026, 2027, and 2028 ("License Term"), unless earlier terminated pursuant to Paragraph 17 of this Agreement. The Parties may, but are not required to, enter into an additional license agreement for additional months and/or each of the succeeding outdoor swimming seasons at the Lakefront, upon such terms and conditions as they shall mutually agree.
4. Food Items. Vendor understands that it is the desire of the Park District to offer to Lakefront Operation patrons the widest quality menu possible consistent with considerations of safe and sanitary Lakefront facility operation, space and equipment limitations, cost and consumer demand. Subject to compliance with applicable laws pertaining to the preparation and/or sale or delivery of same, Vendor is authorized to sell and serve food, hot and cold beverages, and confections. The menu may expand or contract depending upon the foregoing considerations. Vendor shall not sell or otherwise make available any food or beverage without first obtaining all required licenses and permits. Vendor shall post its menu in a place clearly visible to the public. The size, type, location and method of installation of all signage must be approved by the Park District.
5. Parking. The District will provide to the Vendor at minimum, daily parking passes to the Vendor and its employees at no cost.
6. Days/Hours of Operation/Standard of Service. Vendor shall operate the Food Services during all days and hours set forth in the schedule attached as **Exhibit B** which is

incorporated by reference in this Agreement or as otherwise agreed by the Parties in writing. Vendor understands and agrees that the Park District may close the Lakefront Operation at any time in its sole discretion in the event of inclement weather or emergency. The food service provided by Vendor shall at all times be sanitary, courteous, efficient and sufficient to meet the demands of Lakefront Operation patrons and the food products shall be of the highest quality.

7. Fees and Payment.

As compensation for the License, Vendor shall pay to the Park District fees as follows:

- a. During the License Term, Vendor shall pay to the Park District a license fee (“License Fee”) in the amount determined based on an evaluation of CPI and Wilmette Park District Park Board of Commissioners annual budget guidance:

Year	License Fee Increase	Total Annual Amount
Year 1 (5/15/26-9/15/26)		\$13,200
Year 2 (05/15/27-09/15/27)	Negotiated based on CPI	
Year 3 (05/15/28-09/15/28)	Negotiated based on CPI	

- b. Payments are due by September 15 of each contract year.

Vendor will pay to the Park District a late charge of \$25 per day for each day any portion of the License Fee remains unpaid after the due date therefore; provided, however, that this late charge is not intended to be a substitute for, waiver of, or limitation on, any other remedy to which the Park District may otherwise be entitled because of Vendor's non-payment or late payment of all or any portion of the License Fee.

8. Security Deposit. There is a \$250 security deposit on file with the WPD.

9. Duty of Care: Maintenance; Repairs and Alterations. Vendor (a) has examined the Lakefront Operation, the Licensed Space and the Licensed Equipment prior to execution of this Agreement and is satisfied with their condition; (b) acknowledges that no representation as to the condition or repair thereof has been made by the Park District other than as expressly contained in this Agreement; (c) acknowledges that no agreement or promise to alter, repair or improve the Lakefront Operation, the Licensed Space, or Licensed Equipment other than as expressly contained in this Agreement, has been made by the Park District; and (d) agrees to return to the Park District, the Licensed Space and the Licensed Equipment, in a condition as good or better as when first used by Vendor, reasonable wear and tear excepted.

Vendor shall maintain the Licensed Space and all fixtures, equipment, machinery and other personal property located thereon and therein in a clean, neat, orderly, sanitary, pest-free and safe condition and in conformity with applicable federal, state, county and local laws, ordinances, rules and regulations. The Park District shall maintain and repair all structural and mechanical components of the Lakefront Operation and Licensed Space, and shall



supply sewage, water and electricity for the Licensed Space at the Beach and shall supply sewage, water and electricity and natural gas for the Licensed Space.

Vendor shall provide all janitorial supplies and services required to properly clean and operate the Licensed Space and the equipment and furnishings.

Vendor shall be responsible for sanitation of garbage containers and the garbage storage areas of the Licensed Space. The Park District shall provide for hauling the garbage and refuse from the Licensed Space.

Vendor shall permit inspection of the Licensed Space by authorized representatives of state, county or local departments of public health or any other agency exercising similar jurisdiction and by representatives of the Village of Wilmette to ensure compliance with Village laws, rules; shall promptly and fully comply with any recommendations or requirements of same; and shall be solely responsible for any fines or citations issued in connection therewith.

Vendor shall not perform any repairs (other than to its own personal property) or make any installations or alterations without notification to and prior written permission from the Park District. Any equipment installation by Vendor shall be in accordance with applicable building codes and health ordinances and any conditions imposed by the Park District. Any remodeling or repairs required as the result of the installation or removal of any equipment shall be completed only with the Park District's prior written consent and at Vendor's sole cost and expense to the satisfaction of the Park District. All improvements, fixtures and personal property located in, on or affixed to the Licensed Space prior to Vendor's first entrance therein, are and shall remain the property of the Park District. Alterations, improvements and fixtures made or installed by Vendor shall become the property of the Park District at the end of the License Term, unless the Park District requires Vendor to remove same. Vendor shall be responsible for and shall pay to the Park District promptly upon demand, the full cost of any restoration or repair to the Lakefront Operation, Licensed Space, or Licensed Equipment which results from the removal of such alterations, improvements and/or fixtures.

10. Access; Inspection. The Park District shall retain keys to the Licensed Space and shall provide Vendor with duplicate keys thereto. Vendor shall not change the locks. Vendor is responsible for facility supervision and securing the Licensed Space at the conclusion of Vendor's events. The Park District reserves the right to enter upon the Licensed Space at any reasonable time to insure compliance by Vendor with the covenants of this Agreement, and to do any and all work of any nature which it deems necessary for the preservation, maintenance and operation of the Licensed Space or other portions of the Lakefront Operation affected by Vendor's operations. Vendor shall be liable for all expenses incurred by the Park District, including hourly labor charges, for work done to preserve and maintain the Licensed Space or other affected portions of the Lakefront Operation when such work is required by virtue of Vendor's negligence or non-compliance with its obligations under this Agreement.

The Park District and the Vendor shall mutually evaluate in good faith the services of the Vendor and its performance under this Agreement, generally, and in the event such services are not in conformity with the requirements of this Agreement by the Park District, to terminate the License in accordance with Paragraph 16, below

The foregoing rights of the Park District are not intended to create and shall not be construed as creating or imposing any affirmative obligation on the part of the Park District to inspect, maintain or repair the Licensed Space or any other portions of the Lakefront Operation, nor any liability on the part of the Park District for its failure to make any such inspections or repairs or to perform any maintenance function required otherwise to be performed by Vendor under this Agreement.

11. Independent Contractor Relationship.

- a. It is understood, acknowledged and agreed by the Parties that the relationship of Vendor to the Park District arising out of this Agreement shall be that of an independent contractor. Vendor has sole and exclusive rights and responsibilities with respect to and control over (i) the means and methods by which it conducts the Food Concession; (ii) its employees, including, without limitation, their terms of employment, working conditions, compensation and discipline; (iii) the terms under which it contracts with third parties. Neither Vendor nor any employee or agent of Vendor is an employee or agent of the Park District and therefore is not entitled to any benefits provided by the Park District to its employees. Vendor has no authority to employ/retain any person as an employee or agent for or on behalf of the Park District for any purpose. Neither Vendor nor any person engaging in any work or services related to the License at the request, or with the actual or implied consent, of Vendor may represent himself to others as an employee of the Park District. Should any person indicate to Vendor or any employee or agent of Vendor, by written or oral communication, course of dealing, or otherwise, that such person believes Vendor or any employee or agent of Vendor to be either an employee or agent of the Park District, Vendor shall immediately notify the Park District in writing of such contact and shall use its best efforts to correct such belief. In accepting delivery or paying for any goods or services for the Food Concession, Vendor shall do so in Vendor's own business name and not in the name of the Park District. Vendor shall not include the words "Wilmette Park District" or variations thereof on any checks, drafts, notes, invoices or in the letterhead of any stationery of Vendor. However, for the sole purpose of delivery of supplies, Vendor shall be allowed to use the name "Gillson Beach Snack Shop" as a reference to location only.
- b. Prior to commencing Concession operations or prior to the first utilization of a vendor, Vendor shall provide the Park District with a complete list of the names and addresses of vendors from whom Vendor will be purchasing goods and/or services in connection with the Food Concession. Vendor understands and acknowledges that the purpose of such list is to enable the Park District, if it chooses to notify the vendors of the independent relationship of Vendor and to advise them

that Vendor and not the Park District is solely responsible for the payment of goods or services purchased from such vendors.

12. No Liability of Park District. The Park District is not responsible or liable for any injury, damages loss or costs sustained or incurred by any person including without limitation Vendor's employees, or for any damage to, destruction, theft or misappropriation of any property, relating in any way, directly or indirectly, to the License or operation of the Food Concession. The Park District is not liable for acts or omissions of Vendor or any of the Vendor's employees, contractors, agents or other persons purporting to act at the direction or request, on behalf, or with the implied or actual consent, of Vendor.
13. Indemnification of Park District. To the fullest extent permitted by law, Vendor shall indemnify and hold harmless the Park District, its park commissioners, officers, employees, agents and volunteers against and from any and all liability, loss, damage, cost or expense, including court costs and reasonable attorneys' fees, which any such indemnified person or entity may sustain, incur or be required to pay for injuries to, or deaths of persons, or damage to or destruction of property directly or indirectly arising out of or connected with or incident to the granting of the License or the operation of the Food Concession and the activities contemplated by this Agreement, except that Vendor shall have no liability for damages or the costs incident thereto caused solely by the negligent or intentional wrongful act of the Park District. Vendor shall similarly protect, indemnify and save harmless the Park District, its park commissioners, officers, employees, agents and volunteers against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Vendor's breach of any of its obligations under, or Vendor's default of, any provision of this Agreement. Nothing contained in this Agreement is intended to be, or shall operate as, a waiver by the Park District of the immunities afforded under the Local Governmental and Governmental Employees Tort Immunity Act.
14. Insurance. In furtherance and not in limitation of its foregoing indemnification obligation, Vendor shall obtain and maintain at all times during the License Term insurance coverage written for not less than the limits of liability, and under all the other terms and conditions, set forth in **Exhibit C** attached to and incorporated by reference in this Agreement, and shall name the Park District as an additional insured with respect to all such coverage.
15. Compliance With Laws.

Vendor shall comply fully and cause its employees to comply fully with all federal, state, county and local laws, rules and regulations applicable to its operation of the Food Concession and performance of its obligations under this Agreement, and shall obtain at its own cost and expense all permits and licenses which may be required in order for Vendor to conduct its business operations with respect to the Food Concession, including without limitation the following:

- a. Vendor shall comply fully and cause its employees to comply fully with all laws, ordinances, rules and regulations pertaining to food and beverage preparation,

service and sanitation. Vendor shall not sell or otherwise make available any food or beverage without first obtaining all required licenses and permits.

- b. Vendor shall comply and cause its employees to comply fully with the Title VII of the federal Civil Rights Act of 1964, the Civil Rights Act of 1991, the Age Discrimination in Employment Act, the Illinois Human Rights Act and the Americans with Disabilities Act and with all applicable rules and regulations promulgated thereunder, and Vendor represents, certifies and agrees that no person shall be denied or refused service or other full or equal use of Vendor's services, nor denied employment opportunities by Vendor, on the basis of race, creed, color, religion, sex, national origin or ancestry, citizenship status, age, physical or mental handicap unrelated to ability, marital status, unfavorable discharge from military service, association with a person with a disability, or any other basis prohibited by applicable law.

Vendor certifies that it currently has in place, and shall maintain in place during the License Term, a written sexual harassment policy as required under the Illinois Human Rights Act.

- c. Vendor certifies that no official, employee or agent of the Park District has been employed or retained to solicit or aid in the procuring of this Agreement, or will be employed or otherwise benefit from this Agreement.
- d. Vendor certifies that neither it nor any of its officers or directors has been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or made an admission to guilt of such conduct which is a matter of record but has not been prosecuted for such conduct, in violation of the Illinois Purchasing Act.
- e. Vendor certifies that neither it nor any of its officers or directors has been convicted of a violation of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code, pertaining to bid rigging or bid rotating.

16. No Lease. The Licensed Space is not leased to Vendor; it is a licensee and not a lessee thereof and its continued use of the Licensed Space is specifically subject to the terms of this Agreement.

17. Termination.

- a. This Agreement and the License granted hereunder may be terminated prior to its expiration under any of the following circumstances;
  - i. In the event Vendor shall breach or be in default, under any of the provisions of this Agreement (with the exception of Paragraph 13 or subparagraphs 15a, 15c, 15d or 15e), the Park District may terminate this Agreement and License if Vendor shall not have cured (or commenced to cure in the event such breach of default is of a nature that it cannot be cured within five days) such default within five (5) days after the Park District shall have notified

Vendor thereof in writing; provided, however, that if Vendor shall have breached or been in default under the same or any other provision of this Agreement on a previous occasion, District may terminate the Agreement and License immediately without affording Vendor an opportunity to cure the breach or default, upon written notice to Vendor. The Park District shall have the right to suspend Vendor's License during a cure period.

- ii. In the event Vendor shall breach or be in default under Paragraph 14 or subparagraphs 15a, 15c, 15d or 15e of this Agreement, District may terminate the License immediately upon written notice to Vendor or in the case of Paragraph 14 may suspend the License until such insurance coverages are obtained, without affording Vendor an opportunity to cure the breach or default.
- iii. In the event Vendor shall have (1) filed a voluntary petition in bankruptcy or made an assignment for benefit of creditors; (2) consented to the appointment of a receiver or trustee of all or part of his property; or (3) an involuntary petition in bankruptcy shall have been filed in regard to Vendor and the same shall not have been dismissed within ten (10) days of such filing, the Agreement and License shall automatically terminate.
- iv. In the event the Park District discontinues the operation of the Lakefront for any reason whatsoever, the License shall automatically terminate. In the event the Park District suspends the operation of the Lakefront Operation for any reason the License shall automatically be suspended for the same period.
- v. In the event the Licensed Space is rendered unusable by reason of fire or other casualty, the Park District may terminate this Agreement or elect to repair. If the Park District elects to repair, this Agreement shall remain in effect, provided that if the Park District does not complete such repairs within thirty (30) days from the date of the occurrence of the casualty, Vendor shall have the option to terminate this Agreement.
- vi. In the event the Park District shall fail to perform any of its material obligations under this Agreement, Vendor may terminate this Agreement and License if the Park District shall not have cured (or commenced to cure in the event such failure is of such a nature that it cannot be cured within five days) such failure within five (5) days after Vendor shall have notified the Park District thereof in writing.

In the event of termination under this Paragraph 17, all rights of Vendor and obligations of District shall cease. District's right to collect sums due from Vendor under this Agreement and remedies for breach of this Agreement and Vendor's obligations to make such payments and compensate District for such breach shall continue after termination of this Agreement and License.

18. Notices. All notices required or permitted to be given under this Agreement shall be deemed given when such notice is deposited in the United State mail, with postage thereon prepaid, addressed to the other party at the following addresses:

If to Park District: Wilmette Park District  
1200 Wilmette Avenue  
Wilmette, IL 60091  
Attn: Dave Merrill, Superintendent of Recreation

If to Vendor: The Fat Shallot  
2418 Harrison Street  
Evanston, IL 60201  
Attn: Sam Barron and Sarah Weitz

19. No Waiver. The waiver by the Park District of any breach or default under any provisions of this Agreement shall not be deemed to constitute a waiver of such provision for any subsequent breach or default of the same or any other provision. The acceptance of any payment by the Park District shall not be deemed to constitute a waiver of any prior occurring breach or default by Vendor of any provision of this Agreement regardless of the knowledge of the Park District of such breach or default at the time of its acceptance of such payment.
20. Entire Agreement; Modifications. This Agreement contains all of the terms and conditions agreed on by the Parties with respect to the subject matter hereof, and no other alleged communications or agreements among the Parties, written or otherwise, shall vary the terms hereof. Any modifications of this Agreement and the License granted herein must be in writing signed by all Parties and dated on or subsequent to the date hereof.
21. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.
22. License Non-Transferable. Vendor shall have no authority or power to sell, transfer or assign this Agreement or the License, or any interest therein, nor any power or authority to permit any other person or entity to have any interest in or use any part of the Licensed Space for any purposes whatsoever without the written consent of the Park District, it being the intention of this Agreement to grant the License solely to Vendor and neither directly or indirectly to any other person or entity.
23. Counterparts. This Agreement may be signed upon any number of counterparts with the same effect as if the signatures to each were upon the same Agreement.
24. Severability. The invalidity of any section, paragraph or subparagraph of this Agreement shall not impair the validity of any other section, paragraph or subparagraph. If any provision of this Agreement is determined to be unenforceable, such provision shall be deemed severable and the Agreement may be enforced with such provision severed or as modified by such court.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

**WILMETTE PARK DISTRICT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

**THE FAT SHALLOT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

## **EXHIBIT A**

### **EQUIPMENT LIST (updated 11/2025)**

#### **Wilmette Beach House-Wilmette Park District Equipment**

- Ice Maker (Koolaire)
- Commercial Freezer (Hoshizaki)
- Commercial Freezer (True)
- Commercial Refrigerator (Hoshizaki)
- Commercial Refrigerator (Hoshizaki)
- Exhaust Hood, Fan, Fire Suppression System
- Heavy Duty Counter Model Gas Charbroiler (Procore)
- Fryer (Procore)
- Fryer (Procore)
- Heavy Duty Gas Griddle (Procore)
- Low Profile Refrigerated Equipment Stand
- Glo-Ray Heat Lamps (transfer window)
- All Prep Counters and low stainless storage shelves
- Display Refrigerator (Pepsi Logo)
- Undercounter Refrigerator (Perlick)



## **EXHIBIT B**

### **DAYS AND HOURS OF OPERATION**

The Gillson Beach Snack Shop general hours of operation except for periods when the facility is closed by the Park District are listed below. The provider will submit Seasonal operating hours to the authorized representative by April 1<sup>st</sup> of each contract year. These will be posted on the Vendor website and Park District webpage. However, the provider may close the Snack Shop during those times when there is inclement weather at the facility, with the verbal approval of the Lakefront General Manager or Supervisor.

**2026/2027/2028**

#### **General Food Service Hours:**

**Closed Monday (Except Holidays)**

**Tuesday-Thursday 11am-7pm**

**Friday-Sunday 11am-7:30pm**

**Pre/Post Season days/hours (early June/late August)**

**Vary-hours will be posted**

**Open Holidays**

#### ***Alcohol Service Hours:***

***Sunday-Thursday 11am-7pm***

***Friday-Saturday 11am-8pm***

***Closed Mondays (except holidays)***

***\*Alcohol Service/Consumption will be limited to the Snack Shop Deck.***

## **EXHIBIT C**

### **INSURANCE REQUIREMENTS**

Contractor shall obtain insurance of the types and in the amounts listed below.

#### **A. Commercial General Liability Insurance**

Contractor shall maintain commercial general liability (CGL) with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to District. Any insurance or self-insurance maintained by District shall be in excess of Contractor's insurance and shall not contribute with it.

#### **B. Workers Compensation Insurance**

Contractor shall maintain workers compensation and employers liability insurance. The employers liability limits shall not be less than \$500,000 each accident for bodily injury by accident or \$500,000 each employee for bodily injury by disease.

If District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General Liability Insurance required in this Contract, the Contractor waives all rights against District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Contractor's work.

#### **C. General Insurance Provisions**

##### **1. Evidence of Insurance**

Prior to beginning work, Contractor shall furnish District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized

representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to District prior to the cancellation or material change of any insurance referred to therein. Written notice to District shall be by certified mail, return receipt requested.

Failure of District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

District shall have the right, but not the obligation, of prohibiting Contractor from beginning work until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by District.

Failure to maintain the required insurance may result in termination of this Contract at District's option.

Contractor shall provide certified copies of all insurance policies required above within 10 days of District's written request for said copies.

## **2. Acceptability of Insurers**

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the District has the right to reject insurance written by an insurer it deems unacceptable.

## **3. Cross-Liability Coverage**

If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

## **4. Deductibles and Self-insured Retentions**

Any deductibles or self-insured retentions must be declared to the District. At the option of the District, the Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

## **5. Subcontractors**

Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of the type specified above. When requested by the District, Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

**EXHIBIT D**  
**ALCOHOL SERVING POLICY & PROCEDURES**  
*Wilmette Park District*

The following policy is to help you and your coworkers responsibly serve beverage alcohol as part of the total service experience you provide for our guests.

**State of Illinois Requirements (235 IL CS 5/) Liquor Control Act of 1934**

- Post license. Frame and hang the liquor license in plain view in a conspicuous location on the licensed premises.
- Clean and sanitize beer taps (if applicable).
- Display the alcohol pregnancy warning sign properly.
- Post the Proof of Age sign.
- Adhere to pre-mix alcohol beverage requirements.
- Law prohibits anyone under the age of 21 to be served.
- Beverage Alcohol Sellers and Servers Education and Training (BASSET) required for **all** alcohol servers. **in Illinois.**

**ID/Carding Practices**

It is illegal to serve alcohol to minors and intoxicated individuals. The Wilmette Park District has the right to protect its guests, establishment and staff. There is no penalty for refusing alcohol to someone you suspect is a minor or intoxicated. Anyone who appears to be under the age of 25-30 years old, must show a valid picture ID. If in doubt of their age, ask to see ID!

- The following are acceptable forms of ID: driver's license; state ID card; military ID; or a current passport. Tickets will not be accepted in lieu of acceptable forms of ID.
- Have the individual take the ID out of a wallet or purse and hand it to you. If the license is not valid, turn it over to verify if a renewal sticker is in place.
- Check all out-of-state IDs with an ID Checking Guide



Voucher List Presented to the Board of Park Commissioners  
At the Regular Meeting of January 12, 2026

**Voucher List - Reconciliation  
December-25  
(Vendor Disbursements Over \$5,000)**

Vendor Name	Amount	Type of Service/Products	PCard
UMB Bank, N.A.	805,300.00	Debt Service Payments due 12/01/2025	
JPMorgan Chase Bank, N.A.	626,682.50	Debt Service Payments due 12/01/2025	
Abbey Paving & Sealcoating Co Inc	346,927.68	Lakefront Infrastructure Implementation	
Park District Risk Management Agency - PDRMA	175,626.00	11/2025 Insurance premiums	
Zions Bancorporation, National Association	125,375.00	Debt Service Payments due 12/01/2025	
IL Municipal Retirement Fund	91,949.44	November 2025 Contributions	
Wintrust Bank	84,748.75	Debt Service Payments due 12/01/2025	
Direct Fitness Solutions LLC	67,973.05	Mallinckrodt and CFC equipment and flooring	
Vermont Systems Inc	60,193.65	VSI 2026 Cloud Hosting	
Madden Restaurant Concepts LLC	32,152.50	2025 Breakfast with Santa Food	
LOWES #02728*	27,528.22	CRC - Reconstruction supplies	
North-West Drapery Service, Inc.	27,400.00	Curtains for Theater	
Coach Abe's Mini Soccer, LLC	22,202.46	Soccer 2025 Late Fall	
Village of Wilmette	18,860.00	Ticket Writers	
Village of Wilmette	2,455.39	Water Test Supplies	
Avalon Petroleum Co	21,075.26	Fuel for West Park and Golf	
Metropolitan Industries	19,680.00	Ice- CIP SUMP Pump Replacement	
Wilmette Public Schools, District 39	16,352.00	ASR Transportation Romona to CRC Provided by D39	
AEP ENERGY, INC.	13,151.52	Electric Service- Pool/Tennis/Ice	
SQ ELITE GYMNASTICS	12,855.00	SAND DOLLAR FLORIDA ENTRY MEET FEE 2026	PCard
Nicor Gas	11,140.76	Gas Service- Pool	
MEETMAKER.COM	11,012.40	LEENDA'S ISLAND GYMNASTICS ENTRY FEE	PCard
Amazon	5,078.39	Program Supplies	PCard
Amazon	4,178.87	Equipment and Repairs	PCard
Amazon	1,256.27	Office Supplies	PCard
Amazon	94.34	Coffee Bar Supplies	PCard
Fambro Management LLC	10,174.00	Contractor services for programs	
CONNEXION	9,490.60	LED upgrade project and CRC reconstruction	PCard
SP XENON PADDLE	8,594.00	Paddle Balls and Paddles for resale	PCard
Gourmet Gorilla, Inc.	8,543.13	Half/Full Day- Lunch/AM/PM Snack	
TST*BUCK RUSSELLS	8,367.50	Paddle Match Catering	PCard
Russo's Power Equipment	7,707.95	Ice- CIP West Park Salt Spreader	
On-The-Go Sports Inc	7,672.00	2025 Late Fall	
Tressler, LLP	6,831.00	Legal Services for WPD- October and November	
Upland Design LTD.	6,801.55	Hibbard Park Master Plan- Oslad Project	
Hot Shots Sports	6,622.00	After School Club Harper Late Fall 2025	
LAKESHORE RECYCLING SY	6,361.51	Centennial - Trash/recycling	
SCHOOL OUTFITTERS LLC	6,298.32	Sprinkler Incident at CRC	
SERVICE SANITATION	5,793.75	Portables for various locations	
Leibold Irrigation Inc	5,166.98	Irrigation Supplies and Repairs	
Total	2,735,673.74		
Other Sundry Services/Products	177,626.75	Details on following page	
Total Voucher List	2,913,300.49		
Payroll Transfers			
	12/12/2025	399,076.75	
	12/26/2025	431,814.57	
Total Payroll Transfers		830,891.32	
Total Vouchers and Transfers		3,744,191.81	

We, the undersigned Officers of the Wilmette Park District, do hereby singularly approve for payment the above listed and detailed list of bills chargeable for the above stated month and on which further approval was passed at a regularly scheduled meeting of the Board of Park Commissioners of the Wilmette Park District.

Commissioner-Motion

Commissioner-Second



**Voucher Approval Report  
Vendor Disbursements under \$5,000 sorted by Vendor  
Presented to the Board 01/12/2025**

Vendor Name	Amount	Type of Service/Products	Y
4IMPRINT, INC	199.77	EMPLOYEE ENGAGEMENT SWAG - TOTE BAGS	PCard
71020 - MCCORMICK PLAC	32.00	West Park - J. Wiltgen Parking/Buildings show	PCard
A & J Sewer Service	513.00	Golf- Septic System Cleaning	
A & J Sewer Service	513.00	Golf- Septic System Cleaning	
A WISH COME TRUE	1,736.65	COSTUMES	PCard
AAA Lock & Key	60.00	CRC- Keys	
AAA Lock & Key	16.75	West Park- Keys	
ACUSHNET BILLTRUST	2,138.07	Golf Apparel for Resale	PCard
Aerex Pest Control Services	210.00	CRC Pest Control	
Aerex Pest Control Services	210.00	CRC Pest Control	
Aerex Pest Control Services	72.00	Mallinckrodt Pest Control October 2025	
Aerex Pest Control Services	72.00	Mallinckrodt Pest Control November 2025	
Aerex Pest Control Services	72.00	Mallinckrodt Pest Control December 2025	
AFLAC	837.42	Employee Contributions	
AFLAC	837.42	Employee Contributions	
ALARM DETECTION SYSTEM	350.49	Alarm for Clubhouse	PCard
ALARM DETECTION SYSTEM	193.98	Alarm for Maintenance Building	PCard
ALLIANCE MECHANICAL	1,502.46	Golf - Restaurant oven repairs	PCard
ALLIANCE MECHANICAL	497.00	Golf - Kitchen equipment repair	PCard
Amazing Minds	968.00	New Programs Late Fall 2025	
AMAZON WEB SERVICES	690.69	Marcom / Website Hosting / Subscriptions	PCard
American Red Cross	256.00	CPR- 8 Participants	
APPLE.COM/BILL	21.99	Capcut Subscription	PCard
AQUALAB Water Treatment	245.00	Ice- Water Treatment for Cooling Tower	
AQUALAB Water Treatment	245.00	Ice- Water Treatment for Cooling Tower	
Arthur Clesen Inc.	3,060.00	Irrigation Computer Service/Data	
AssetWorks Risk Management Inc.	2,400.00	2026 AMP Hosting Maintenance and Support	
ASSOCIATIO* NRPA CAREE	275.00	Job Posting - Ice and Aquatics General Manager	PCard
AT&T	3,499.28	Data & Voice Network Charges for WPD	
AT&T	503.65	Business Internet for all Facilities	
AT&T	498.81	Phone Charges for WPD	
AZTEC SUPPLY	526.64	All Buildings - Urinal screens	PCard
BOSSTOSS	305.98	West Park team building	PCard
Brady Industries of Illinois LLC, a BradyPLUS com	2,242.14	All Locations- Building Supplies	
Brady Industries of Illinois LLC, a BradyPLUS com	1,023.00	All Locations- Building Supplies	
Brady Industries of Illinois LLC, a BradyPLUS com	558.39	All Locations- Building Supplies	
Brady Industries of Illinois LLC, a BradyPLUS com	495.00	All Locations- Building Supplies	
Brady Industries of Illinois LLC, a BradyPLUS com	(1,423.85)	All Locations- Building Supplies	
Bushwaller, Sally	1,976.00	Dog Training Late Fall 2025	
CCI*CONSTANT-CONTACT	519.00	MarCom / Email Platform / Subscriptions	PCard
CERAMIC SUPPLY CHICAGO	1,282.50	Fall clay shipment	PCard
CERAMIC SUPPLY CHICAGO	187.50	Fall dry glaze shipment	PCard
Certified Laboratories Division	663.13	Parks- All Vehicles Maintenance	
Certified Laboratories Division	350.14	Parks- All Vehicles-Lube	
Chess-Ed LLC	3,268.00	After School Club-Che	
Chess-Ed LLC	1,580.00	Late Fall 2025 Gen Rec Classes	
CHICAGO DIST TENNIS	25.00	EMPLOYEE TRAINING	PCard
Cintas First Aid & Safety	123.74	First Aid Supplies	
Cintas First Aid & Safety	78.36	First Aid Cabinet	
Cintas First Aid & Safety	73.54	First Aid Cabinet	
Cintas First Aid & Safety	69.79	First Aid Cabinet	
Cintas First Aid & Safety	50.57	First Aid Supplies	
CITY WELDING SALES & SERVICE, INC.	64.80	Pool- CO2 Cylinders/Ending	
COMCAST / XFINITY	2,471.42	Internet and TV for various locations	PCard
ComEd	634.11	Electric Service- West Park	
ComEd	31.49	Electric Service- Thornwood	
ComEd	30.47	Electric Service- Wheeler Park	
CPP GOODE & FRESH PIZZ	292.98	PARKS - MALDONADO RETIREMENT SUPPLIES (2	PCard
CPP*GOODE & FRESH PIZZ	319.61	Split - Student Lunch - 112 Students (60%)	PCard
CPP*GOODE & FRESH PIZZ	221.72	Elf, Jr cast party pizza for 50 students	PCard
CPP*GOODE & FRESH PIZZ	213.08	Split - Student Lunch - 112 Students (40%)	PCard
CPP*GOODE & FRESH PIZZ	1.00	Order hold charge - will be refunded	PCard

CRICUT	9.99	CFA Cricut subscription	PCard
CUTLER WORKWEAR	536.36	West Park-Wiltgen-jacket/bibs-lovinelli-coat/glvs	
CUTLER WORKWEAR	198.99	PARKS - PPE/UNIFORM SUPPLIES	PCard
DIGICERT	1,120.00	Split - SSL Certificate Jan-Oct (83.33%)	PCard
DIGICERT	224.00	Split - SSL Certificate Nov-Dec (16.67%)	PCard
DOLLAR TREE	31.00	WEST PARK - NOVEMBER PROGRAM MEETING SUPPLIES	PCard
DOLLAR TREE	14.50	CONCESSIONS DISPLAYS	PCard
DOLLARTREE	10.25	New Prog / Art & Sensory Sup	PCard
DOMINOS 2888	209.94	Boat Move Lunch for 20	PCard
DOMINOS 2888	49.95	Paddle Match Catering	PCard
Door Systems ASSA ABLOY	785.87	West Park- Door Repairs	
EB *NOV.13 2025 SALT S	85.00	West Park - Entire shop training	PCard
EBAY O*04-13852-73008	100.00	Aruba SFP to rj45 transceivers	PCard
Elena Victoria Swingler	2,499.00	Sewing Classes Sept-Nov 2025 (6 participants)	
Elmwood Supply Company, Inc.	5.21	Parks- Building Supplies	
ELOTES GUY SUPER BOTAN	309.00	WEST PARK - NOVEMBER PROGRAM SUPPLIES 7	PCard
FACEBK *TNFWZ3VF52	74.29	Facebook Ads Bootique + Wicked Wilmette	PCard
FASTSIGNS 100101	618.36	Marcom / Branded Flags / Printing	PCard
Fastsigns-Morton Grove	2,081.08	CRC- Signage Metal with Poles	
Fastsigns-Morton Grove	416.15	Banner & Postcards (Nutcracker)	
Fastsigns-Morton Grove	42.82	Personalized Office Supplies (Franzen)	
Faulks Bros Construction Inc	3,103.67	Drainage Supplies	
Faulks Bros Construction Inc	1,542.00	Drainage Supplies	
FOX VALLEY FIRE AND SA	150.00	CRC - Fire alarm radio lease	PCard
FOX VALLEY FIRE AND SA	150.00	Golf Maintenance - Fire alarm radio lease	PCard
FOX VALLEY FIRE AND SA	150.00	Lakeview - Fire alarm radio lease	PCard
FOX VALLEY FIRE AND SA	150.00	Mallinckrodt - Fire alarm radio lease	PCard
FOX VALLEY FIRE AND SA	150.00	Pool - Fire alarm radio lease	PCard
FOX VALLEY FIRE AND SA	75.00	Ice - Fire alarm radio lease (50%)	PCard
FOX VALLEY FIRE AND SA	75.00	Tennis - Fire alarm radio lease (50%)	PCard
FOX VALLEY FIRE AND SA	55.00	West Park - Fire alarm radio lease	PCard
FSP AMERICAN OUTFITTER	231.39	TEAM UNIFORMS	PCard
FSP*AMERICAN OUTFITTER	1,348.00	Team jackets	PCard
FSP*AMERICAN OUTFITTER	693.34	Team bags	PCard
GARVEYS OFFICE PRODUCT	298.04	West Park batteries paper towels and plates	PCard
GARVEYS OFFICE PRODUCT	46.26	CRC batteries for maintenance	PCard
GEMPLERS	2,795.07	PARKS - GROUNDS MAINTENANCE/SUPPLIES	PCard
Genuine Parts Co. DBA Napa Auto Parts	239.60	Gillson- Replacement Plantings	
Genuine Parts Co. DBA Napa Auto Parts	72.31	Buildings- Bucket Truck Oil	
Genuine Parts Co. DBA Napa Auto Parts	59.52	Parks- Mower Filters	
Genuine Parts Co. DBA Napa Auto Parts	47.76	Parks- Filter for Tractor	
Genuine Parts Co. DBA Napa Auto Parts	42.60	Parks- Filter for Tractor	
Genuine Parts Co. DBA Napa Auto Parts	42.47	Buildings- Stock Oils	
Genuine Parts Co. DBA Napa Auto Parts	35.76	West Park- Truck 10 Filter	
Genuine Parts Co. DBA Napa Auto Parts	26.00	CRC- CMAX Wiper Blades	
Genuine Parts Co. DBA Napa Auto Parts	25.45	Buildings Shop-Oil Filters	
Gewalt Hamilton Assoc., Inc	2,288.04	Lakefront Infrastructure Implementation (Roads)	
GFS STORE #1917	73.97	CONCESSIONS SUPPLIES (TO BE SOLD)	PCard
GFS STORE #1917	40.48	ELF JR. CONCESSIONS	PCard
GFS STORE #1917	13.50	NUTCRACKER CONCESSIONS	PCard
GLF*THEGLENCLUB	29.15	MAL-Lunch club	PCard
Golf Mill Ford Inc	752.00	Park- Truck 45 Tires	
Gomez III, David Wycoff	34.51	November 2025 Mileage	
Goodmark Nurseries, LLC	107.50	Parks- Landscape Trees for Parks	
GOODWILL RETAIL #078	23.97	Elf Jr. costumes	PCard
GOODWILL RETAIL #160	81.82	Elf Jr costumes	PCard
GOPHER FAMILY BRANDS	152.43	(3) Basketball Hoops	PCard
GRAINGER	114.80	West Park - Building supplies/signage	PCard
GRAINGER	99.40	West Park - Plumbing supplies	PCard
GRAINGER	11.06	Parks - Wacker loader repair	PCard
GREAT WOLF LODGE GUNRE	250.00	SDO Field Trip	PCard
Grower Equip & Supply Co	119.90	Echo Mix Oil 1 gallon jugs	
Halloran & Yauch, Inc.	2,550.00	Parks- CPF Irrigation Close System Maintenance	
Halloran Power Equipment	1,208.18	Parks- Snow Brush Parts/Repair	
Halloran Power Equipment	509.95	West Park Shop- Building Supplies/Brush Set	
Halloran Power Equipment	444.95	Parks- Building Supplies/Bristle Set	
HOMEDEPOT.COM	249.94	Parks - Playground repairs	PCard
HOMEDEPOT.COM	171.72	West Park - Building repairs future HVAC	PCard
HOMEDEPOT.COM	129.99	West Park - Tools for repairs	PCard
HOMEDEPOT.COM	15.40	CRC - Building supplies	PCard



HOTELBOOKING SERV FEE	17.99	HOTEL FOR IPRA CONFERENCE 2026	PCard
Il Office Of The State Fire Marshall	400.00	Ice/Tennis/Golf- Boiler Inspection/Certificates	
Ill. Dept. of Revenue	2,222.00	11/25 Sales Tax	
ILLINOIS ASSOCIATION O	595.00	KATELYNN PUTKONEN IPRA CONFERENCE 2026	PCard
ILLINOIS ASSOCIATION O	440.00	IAPD Conference Registration - C. Lindgren	PCard
ILLINOIS ASSOCIATION O	415.00	IPRA Conference-MW	PCard
ILLINOIS ASSOCIATION O	415.00	West Park - IPRA conference J. Wallace	PCard
ILLINOIS ASSOCIATION O	350.00	2026 IPRA CONFERENCE (2026 GL CODE: 20-43-10)	PCard
ILLINOIS ASSOCIATION O	350.00	IPRA Conference Registration - Andrew Puccetti	PCard
ILLINOIS ASSOCIATION O	350.00	Registration for 2026 IAPD/IPRA Conference	PCard
ILLINOIS ASSOCIATION O	350.00	Training & Educ / IPRA Conference (Freels)	PCard
ILLINOIS ASSOCIATION O	310.00	IPRA conference-groves	PCard
ILLINOIS ASSOCIATION O	90.00	Training & Educ / IPRA PreConference (Freels)	PCard
IN *BALANCING LIFE'S I	325.00	Social Equity Committee Q4 Guest Speaker	PCard
IN *CHRYSLIS DIGITAL	350.00	Recreation / CRC Hiring / Marketing	PCard
IN *GNXCOR USA INC	225.00	Maintenance Care	PCard
INTERNATIONAL E-Z UP,	158.25	Sustainability / Branded Tablecloth / Misc. Supply	PCard
IPRA INV-45017	265.00	IPRA REGISTRATION 2026	PCard
IPRA INV-45226	265.00	2026 IPRA MEMBERSHIP RENEWAL (2026 GL CODE)	PCard
IPRA* IL	265.00	West Park - T. Zanon IPRA Dues	PCard
IPRA* IL	95.00	MarCom / Agency Showcase / 10-14-100-5170	PCard
IPRA* INV-43724	265.00	Prepaid expense - 2026 IPRA Membership	PCard
IPRA* INV-43882	265.00	IPRA Membership-MW	PCard
IPRA* INV-44498	265.00	Training & Educ / IPRA Membership Dues (Freels)	PCard
IPRA* INV-45279	265.00	IPRA MEMBERSHIP	PCard
IPRA* INV-45292	265.00	IPRA Membership - Andrew Puccetti	PCard
IRA HOCHBERG	1,349.39	West Park- Vehicle Repairs	
ISTOCKPHOTO	205.00	MarCom / Photo Stock / Subscriptions	PCard
JAMF SOFTWARE, LLC	292.00	Apple Mobile Device Management	PCard
JEWEL OSCO 3220	15.97	GINGERBREAD SUPPLIES	PCard
JEWEL OSCO 3465	30.92	GINGERBREAD SUPPLIES	PCard
JEWEL OSCO 3465	24.98	Romona ASR Supplies	PCard
JEWEL OSCO 3465	22.95	SEC Learning Opportunity Snacks (20 staff)	PCard
JIMMY JOHNS 1033 MOTO	196.47	Teacher Lunch - 28 People	PCard
JOHN WEISS ACE HDWE	209.99	WEST PARK - NOVEMBER PROGRAM SUPPLIES 7	PCard
JOHN WEISS ACE HDWE	165.87	CRC - RESTORATION CIP	PCard
JOHN WEISS ACE HDWE	47.56	West Park - Building supplies	PCard
JOHN WEISS ACE HDWE	9.59	BUILDING - VAN SUPPLIES	PCard
Jorson & Carlson Co Inc	132.80	Zamboni Ice Scraper Knives Cleaned sharpened Hone	
Jorson & Carlson Co Inc	132.80	Zamboni Ice Scraper Knives Cleaned Sharpened Hone	
Jorson & Carlson Co Inc	78.90	Zamboni Ice ScraperKnived Cleaned Sharpened Hone	
Jorson & Carlson Co Inc	78.90	Zamboni, Ice Scraper Knives,Cleaned,Sharpened,Hon	
Jorson & Carlson Co Inc	53.10	Parks-Equipment Repairs	
KEEPERSECURITY.COM	250.00	Split - Password Management Jan-Oct 2026 (83.33%)	PCard
KEEPERSECURITY.COM	50.00	Split - Password Management Nov-Dec 2025 (16.67%)	PCard
LAUNCH GURNEE (E-COMME	687.25	SDO Field Trip	PCard
LP Pros LLC	770.00	Ice- Propane	
MARIANOS #518	46.04	ELF JR. CONCESSIONS	PCard
MARIANOS #518	15.34	NUTCRACKER CONCESSIONS	PCard
Market Access Corp	895.00	2025 November Liquor License	
MENARDS MORTON GROVE I	143.21	Misc supplies	PCard
MENARDS MORTON GROVE I	138.61	(14) 27 gallon totes for jerseys	PCard
MENARDS MORTON GROVE I	101.96	CRC - RESTORATION CIP	PCard
Midwest Groundcovers	274.20	Gillson- Replacement Paintings	
MILLEN HARDWARE	67.44	PARKS - GROUND SUPPLIES/GROUNDS TAPE	PCard
MILLEN HARDWARE	17.98	ICE - BUILDING SUPPLIES	PCard
MILLEN HARDWARE	16.99	ZIP TIES	PCard
MILLEN HARDWARE	14.48	PARKS - GROUND SUPPLIES	PCard
Mission Square Retirement (ICMA) - 457	2,567.88	Employee Contributions	
Mission Square Retirement (ICMA) - 457	2,303.64	Employee Contributions	
MOWERWORKS, LTD	132.01	Parks- Electric Parts/Building Supplies	
MUSEUM OF SCIENCE AND	1,579.00	SDO Field Trip	PCard
NEW SAMS.COM MEM#	25.00	CFA SAM'S MEMBERSHIP FOR DISCOUNT CONCE	PCard
New York Life Insurance Co	1,431.11	WPD Employee Premiums	
Noble Plumbing & Sewer Contractors Inc	875.00	Golf- Emergency Valve Replacement Outside Bathroom	
NORTH SHORE FAUCETS IN	244.88	ICE - PLUMBING	PCard
NORTH SHORE TOWING INC	200.00	Parks- Towing for Repairs	
Outstanding Graphics	450.00	Photographer for Elf Jr.	
Outstanding Graphics	450.00	Photographer for Nutcracker	
Paddock Publications, Inc.	99.90	Published Centennial Cooling Tower Bid	

PANERA BREAD #600721 P	69.93	Parks - Training 20pp	PCard
PARTSTREE.COM	1,615.84	Parks - Snow broom plow repair	PCard
Pernikoff, Jessica	700.00	Team Photos	
Pioneer Athletics	407.00	Parks- Playground Repairs	
PIONEER DRAMA SERVICE	1,004.25	THEATER SCRIPTS	PCard
PMI PHOTO	19.99	Personal Expense Charge L Thomas	PCard
PODS	213.15	CRC - CIP RECONSTRUCTION	PCard
PROTECT ENVIRONMENTAL, LLC	1,950.00	CRC-ECC Radon Testing	
PY ANCHORFISH PRINTIN	199.60	PAULETTE VILLAGRAN - WPD APPAREL	PCard
PY *ANCHORFISH PRINTIN	684.41	CFC Crewnecks	PCard
PY *ANCHORFISH PRINTIN	421.75	MarCom / Employee Apparel / Misc. Supplies	PCard
RECORD A HIT INC	232.88	Wicked Wilmette/Air Brush Tattoos	PCard
Reinders Inc	174.59	Workman Parts	
RESDESK HYATT REGENCY	425.30	HOTEL FOR IPRA CONFERENCE 2026	PCard
REVDANCE.TENTH HOUSE	2,992.85	Dance costumes (98.43%)	PCard
REVDANCE.TENTH HOUSE	822.35	COSTUMES	PCard
REVDANCE.TENTH HOUSE	415.07	Costumes (70.78%)	PCard
REVDANCE.TENTH HOUSE	171.33	Costumes (29.22%)	PCard
REVDANCE.TENTH HOUSE	47.69	Team costumes (1.57%)	PCard
Robbins Schwartz	1,396.00	P.T.A.B.- Challenge Services	
Rock 'n' Kids, Inc.	1,287.00	New Programs 2025 Late Fall Classes	
ROCKVILLE AUDIO	(44.84)	Tax refund	PCard
SAMS CLUB #6464	68.62	CONCESSIONS SUPPLIES (TO BE SOLD) - ELF JR	PCard
SAMS CLUB #6464	68.62	CONCESSIONS SUPPLIES (TO BE SOLD) - NUTCR	PCard
SAMS CLUB #6464	11.98	GINGERBREAD SUPPLIES	PCard
SAMS CLUB #6464	11.76	CONCESSIONS SUPPLIES (TO BE SOLD)	PCard
SAMSClub #6464	224.00	ELF JR CONCESSIONS SUPPLIES	PCard
SAMSClub #6464	190.71	ELF JR. CONCESSIONS	PCard
SAMSClub #6464	74.66	NUTCRACKER CONCESSIONS SUPPLIES	PCard
SAMSClub #6464	63.57	NUTCRACKER CONCESSIONS	PCard
SANGOMA US INC	46.49	District Fax Solution	PCard
SavATree, LLC	3,150.00	2025 Holiday De'cor Lighting	
Site One Landscape Supply LLC	2,364.00	Drainage Supplies	
Site One Landscape Supply LLC	2,080.32	Drainage Parts	
SLOOMOO INSTITUTE -CHI	603.50	Spring Break SDO	PCard
SP BETTER BODY EQUIPME	1,310.96	Capital Equipment Purchase for Functional Training	PCard
SP CORD-TIE	40.00	West Park - Tool for repairs	PCard
SP GHOSTGOLF.COM	887.03	Towels for Resale	PCard
SP GOTAGS	2,040.00	2026 DOG BEACH PERMIT TAGS (2026 GL CODE:	PCard
SP SO DANCA USA	81.00	Team uniform	PCard
SQ CAMPFIRE SAUNA AND	648.00	CAMPFIRE SAUNA PARTNERSHIP	PCard
SQ DEERFIELD PARK DIS	70.00	EXEC. DIR. LUNCHEON - C. LINDGREN	PCard
SQ SHARP STITCH LLC	1,608.00	GYMNASTICS JACKET EMBROIDERY FOR 67 JACH	PCard
SQ *THE LAWN	1,400.00	West Park - November Program meeting supplies 70p	PCard
SQ *THE LAWN	625.00	West Park - November Program meeting supplies 70p	PCard
SQ *WEST END FLORISTS,	2,240.00	pumpkins wicked Wilmette	PCard
Staples Advantage	118.47	Paper for Admin	
Staples Advantage	113.60	Pop for Admin	
Staples Advantage	39.49	Paper for Admin	
STAPLS7667757583000001	195.76	Office Supplies	PCard
STATE CHEMIC*STATE CHE	1,187.55	CRC - Maintenance supplies J.G.	PCard
STATE CHEMIC*STATE CHE	253.14	CRC air care program	PCard
State of Wisconsin, Department of Corrections	1,425.00	Hibbard Park- Oslad Grant	
STICKER MULE	152.00	MarCom / Winter Giveaway / Misc. Supplies	PCard
SUN MOUNTAIN	198.00	Golf Bag for Resale	PCard
Sunburst Sportswear Inc	2,542.00	T Shirts	
Sunburst Sportswear Inc	110.00	T Shirts (Nutcracker)	
Sunburst Sportswear Inc	44.00	T Shirts	
SynaTek, LP	225.00	Injection System Winterization	
Taflove, Sylvia	337.50	Mah Jongg Lessons (9 students)	
Taflove, Sylvia	333.75	Canasta Lessons (10 students)	
Taflove, Sylvia	292.50	Mah Jongg (8 students)	
Taflove, Sylvia	268.13	Mah Jongg Lessons (8 students)	
Taflove, Sylvia	195.00	Mah Jongg Lessons (6 students)	
Taflove, Sylvia	105.00	Canasta Lessons (3 students)	
Taflove, Sylvia	97.50	Mah Jongg (3 students)	
Taflove, Sylvia	88.13	Canasta Lessons (3 students)	
Taflove, Sylvia	37.50	Canasta (1 student)	
TARGET 00008680	59.39	Elf, Jr costumes	PCard
TARGET 00009282	26.99	Elf Jr costumes	PCard

TARGET PLUS	84.99	CLASSROOM CARTS FOR CONSTRUCTION RELO	PCard
TARGET PLUS	84.99	CLASSROOM CARTS FOR CONSTRUCTION RELO	PCard
TDC*CHICAGO DOGS I	100.00	Deposit for Chicago Dogs 2026 Field Trip	PCard
Technology Mgt Rev Fund	450.00	Park District Wide Internet Service	
Technology Mgt Rev Fund	450.00	Park District Wide Internet Service	
THAI-INBOX THAI INBOX	185.89	FOOD FOR BOARD MEETING - 15 PPL	PCard
THE HOME DEPOT #1981	299.06	CRC CIP - RECONSTRUCTION SUPPLIES	PCard
THE HOME DEPOT #1987	346.74	Paint for Elf Jr set	PCard
THE HOME DEPOT #1987	45.60	West Park - Building supplies M.M.	PCard
THE HOME DEPOT #1987	38.20	West Park - Building supplies for the lift	PCard
THE HOME DEPOT #1987	11.96	PARKS - GROUNDS SUPPLIES/CONCRETE MIX	PCard
THE HOME DEPOT 1907	477.12	CIP - Car charging station	PCard
THE HOME DEPOT 1907	56.82	West Park - Tools for repairs	PCard
THE HOME DEPOT 1987	246.19	Paddle - Heater repairs	PCard
THE HOME DEPOT 1987	22.94	Golf - Golf house building repairs	PCard
THE MULCH CENTER	73.60	PARKS - NEW TREE SUPPLIES	PCard
The Sherwin-Williams Co	794.61	CRC- Reconstruction CIP	
The Sherwin-Williams Co	302.00	CRC- Reconstruction CIP	
The Sherwin-Williams Co	251.69	CRC- Reconstruction CIP	
The Sherwin-Williams Co	241.60	CRC- Reconstruction CIP	
The Sherwin-Williams Co	241.60	CRC- Sports Room Painting	
The Sherwin-Williams Co	146.70	CRC-Reconstruction CIP	
The Sherwin-Williams Co	131.92	CRC- Reconstruction CIP	
The Sherwin-Williams Co	118.90	CRC- Reconstruction CIP	
The Sherwin-Williams Co	78.78	CRC- Reconstruction CIP	
The Sherwin-Williams Co	62.90	Mallinckrodt- Painting	
The Sherwin-Williams Co	26.67	CRC- CIP Reconstruction	
THE UPS STORE 2808	60.40	Split - DCFS Renewal Application and Documentation	PCard
THE UPS STORE 2808	40.26	Split - DCFS Renewal Application and Documentation	PCard
THE UPS STORE 2808	15.07	SHIPPING	PCard
THE WEBSTAURANT STORE	96.88	West Park - Break room supplies	PCard
Thelen Materials, LLC	1,887.96	Drainage Materials	
Thelen Materials, LLC	1,553.11	Drainage Materials	
Thelen Materials, LLC	806.20	Drainage Supplies	
Thermostat Acquisition Holdngs, LP	4,777.53	Ice- Service Order/Rink Chiller Repairs	
TK Elevator	692.13	CRC- Elevator Gold Maintenance Service	
T-Mobile	31.00	Community Playfields Cameras & Door Lock System	
TOP GOLF SCHAUMBURG 62	736.00	SDO Field Trip	PCard
Tribune Publishing Co LLC	252.00	Published Tax Levy	
TST HARRISON'S POULTR	328.90	WEST PARK - NOVEMBER PROGRAM MEETING SU	PCard
TST MR. ALLISONS RESTA	107.99	WEST PARK - NOVEMBER PROGRAM SUPPLIES 7	PCard
TST* ROTI - SKOKIE AND	868.60	Food for board meeting - 40ppl	PCard
TST* STACKED AND FOLDE	4,858.00	Paddle Match Catering	PCard
TST*EVADEANS BAKERY &	24.02	Erroneous charge - M. Marubio	PCard
TTS Group, Incorporated	1,480.10	Copier Usage for Various WPD Facilities	
ULINE *SHIP SUPPLIES	103.58	Cone Cups for water fountain	PCard
UNDERGROUNDSHIRTS.COM	387.08	EMPLOYEE ENGAGEMENT SWAG - LONG SLEEVE	PCard
Verizon Wireless	3,635.48	Cell Phone Service for Various WPD Areas	
VOGUE FABRICS INC	133.10	Fall fabric purchase for sewing classes	PCard
Wage Works	996.99	Flex Spending Account	
Wage Works	796.37	Flex Spending Account	
Wage Works	386.08	Flex Spending Account	
Wage Works	318.97	HC FSA Admin Fee/Commuter Fees	
Wage Works	75.00	Commuter Fees	
Wage Works	30.00	Flex Spending Account	
WALGREENS #1033	100.00	2026 OPEN ENROLLMENT INCENTIVE RAFFLE	PCard
WALGREENS #15562	57.96	Spooky skate candy	PCard
WAL-MART #1228	20.88	Office Supplies	PCard
WAL-MART #2816	88.40	Romona ASR Supplies	PCard
WAL-MART #3725	61.96	CONCESSIONS SUPPLIES (CANDY VARIETY PACK	PCard
WAL-MART #3725	61.96	CONCESSIONS SUPPLIES (CANDY VARIETY PACK	PCard
WAL-MART #3725	60.52	New Prog / Art & Sensory Sup	PCard
WAL-MART #3725	28.91	CERAMICS CAFE SUPPLIES	PCard
Warehouse Direct Office	271.80	Toner for Front Desk Printer	
WasteNot, Inc	288.00	November 2025 Drop off Compost Service	
Weiss Ace Hardware	31.16	Buildings- Painting Supplies	
WEISSMAN'S THEATRICAL	2,539.48	COSTUMES	PCard
WEISSMAN'S THEATRICAL	(89.14)	Costume refund	PCard
WF *WAYFAIR4378786329	(31.37)	Tax refund	PCard
WHEN I WORK, INC.	200.00	STAFF SCHEDULING SYSTEM	PCard

WHEN I WORK, INC.  
 WHEN I WORK, INC.  
 WM SUPERCENTER #1998  
 WOMEN IN LEISURE SERVI  
 WOMEN IN LEISURE SERVI  
 WOMEN IN LEISURE SERVI  
 YORK INTERNATIONAL CORPORATION  
 YOUR ANSWERING SERVICE  
 YOUR ANSWERING SERVICE  
 ZEP PRODUCTS  
 ZOOM.COM 888-799-9666

87.50 Split - When I Work (Centennial) (50%)  
 87.50 Split - When I Work (CRC) (50%)  
 90.97 Boat Move Breakfast for 20  
 55.00 MAL-WILS meeting fee for manager  
 55.00 WILS Holiday Event  
 45.00 WILS Holiday Networking Event  
 800.00 Ice Controller PC Migration  
 47.81 CRC - Elevator answering service (50%)  
 47.80 Golf - Elevator answering service (50%)  
 221.95 ZEP MORADO SUPER CLEANER 20G  
 33.98 Video Meeting Software

PCard
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<div>177,626.75</div>
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## Michelle Parson

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**From:** Amy Weil <amyamymail@yahoo.com>  
**Sent:** Thursday, December 4, 2025 7:43 PM  
**To:** Public Comment  
**Subject:** [External] Campfire Sauna

It's a wonderful experience for the community. Thank you for helping this new idea flourish.



## **DIRECTOR'S REPORT**

*January 2026*

### **2025 TAX LEVY & 2026 BUDGET & APPROPRIATION PROCESS**

On the agenda for the Board's consideration is the 2026 Budget & Appropriation Ordinance, which follows the Board's approval of the 2025 Tax Levy Ordinance last month. I would like to thank WPD staff and the Board for their thoughtful discussions, time, and effort dedicated to developing these documents. Together, they establish the district's revenues and spending authority necessary to continue serving the community and operating effectively. This process positions the district well for 2026, and staff looks forward to the opportunities ahead to strengthen our programs, services, and community impact.

### **NOTABLE BOARD MEMBERS**

I am happy to report that both Julia Goebel and Cecilia Clark have reached the "Notable Board Member" status from the Illinois Association of Park Districts. This is accomplished through involvement in ongoing education and service. Congratulations!

### **PROMISSORY NOTES APPROVAL**

On the agenda for tonight is an ordinance to approve a taxable promissory ordinance. Many other taxing bodies have been looking at this as an option to assist with filling the gap in property tax dollars that have not been received. We feel that the agency is in good shape financially, but planning for a long-term gap in our revenue source from the county is in the best interest of the district. This will not cost the district anything, unless we need to pull the funds. We prefer to plan for it and not use it, then not plan for it and need it.

### **GILLSON BEACH CONCESSION CONTRACT**

The Park District has the renewal of the concession contract at Gillson Beach with The Fat Shallot on the consent agenda. This has been a good partnership with The Fat Shallot and feedback from both our team and the community have been overly positive. We have increased the fee and have a mutual agreement to move forward for the next three years in front of you tonight.

### **WPD RISK MANAGEMENT REVIEW**

I am happy to share that we received a 94% score on our risk management review from PDRMA, our risk management firm, resulting in an incentive check for nearly \$4,000. This was a large

undertaking by our HR/Risk Management team as well as many other departments that played a role. This is a comprehensive review of our practices, and it is great to see that our agency is well prepared for mitigating risk across all departments. Safety is a critical priority, and I want to thank our team for achieving such a high score.

### **2025 DONATIONS**

Over the last few weeks of 2025, the district received two individual donations that were routed to the Foundation prior to the close of the year. We are so thankful for the generous donations to support our parks. One of the donations was in support for the Wallace Bowl and the other was directed towards sustainability efforts in our parks.

## MEMORANDUM

Date: January 12, 2026  
To: Chris Lindgren, Executive Director  
From: Josh Wallace, Superintendent of Parks and Planning  
Re: January 2026 Parks & Planning Board Report

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### **Parks and Planning**

**Gillson-** Gewalt Hamilton has completed the As-Builts and will submit them to the Village. They are also working to close out the permit with MWRD, including submission of the Plat of Easements.

**Langdon-** The engineering firm is finalizing closeout documents and permitting.

**Hibbard Park-** Construction is substantially complete. In spring of 2026, the punch list items and replacement of the ECC playground surface will take place.

**CRC Reconstruction-** Contractors have been patching, sanding and preparing the walls for painting on the first and second floors. The contractors have also completed substantial portions of the second floor and office areas.

**CRC Solar-** The solar panels are fully operational. We are waiting for system access and a display monitor from the vendor so energy production can be showcased.

### **Parks Division**

Parks staff focused on winter operations and seasonal maintenance throughout the district. Crews actively managed snow and ice events and continued cross training staff in winter maintenance practices. Staff continued with tree trimming and participated in a tree pruning training seminar. Staff cleaned up playgrounds and made necessary repairs. Staff installed new memorial benches and added informative signage as part of the OSLAD grant. Additionally, crews performed maintenance and cleanup at Keay Park Pond, improving site conditions.





### **Building Services Division**

Building Services staff continued progress on multiple facilities. Staff invested significant time to CRC patching, painting, and completing small demolition work as part of the ongoing reconstruction. Staff also replaced the hallway carpet at Mallinckrodt and installed new LED lighting. The front lobby at Mallinckrodt was demoed in preparation for upcoming improvements. The lobby and ramp flooring at Centennial was replaced, and the HVAC units were replaced in the pool locker rooms and office. Repairs were made to the flooring at Lakeview and staff continued with annual fire inspections across district facilities.





## MEMORANDUM

Date: January 12, 2026  
To: Chris Lindgren, Executive Director  
From: Dave Merrill, Superintendent of Recreation  
Re: December 2025 Board Report – Recreation Department  
Recreation Divisions Blue & Green  
Racquet Sports  
Ice & Pool  
Lakefront



December was a busy month of holiday programming and events. We continued to work through several construction projects while balancing some much-needed staff time off at the end of the year. We closed out late Fall programs and held registration for Winter. We searched and filled our General Manager of Ice & Aquatics position. Santa made time to visit us at Skate with Santa, Breakfast with Santa and we helped send him hundreds of letters!

### **RECREATION BLUE DIVISION**

#### **Early Childhood Center**

- ECC Winter Break Camp was a success, with positive feedback from both students and parents.
- Teachers and students spent the month learning about different holidays and working together to create thoughtful holiday gifts for parents.
- On New Year's Eve, the ECC celebrated with a countdown to noon, featuring a balloon drop and a dance party that students greatly enjoyed.

#### **School Age Programs**

- Our Community Recreation Center hosted a total of 379 participants during the School Days Off for Winter Break which included two programs Rec on the Road and Rec at the Center, 12/22-1/2, giving families multiple opportunities for days off school programming.
- Rec at the Center joined ECC Winter Break Camp for the balloon countdown and made party hats. Participants also enjoyed a variety of arts, crafts, gym time, puzzles and Disney Song Trivia.
- Our Rec on the Road program visited a variety of venues participating in activities such as trampoline parks, ceramics studio, a musical theater, and arcades.

#### **General Recreation**

- After School Enrichment (Central & Harper)
  - The winter session of After School Enrichment programs began on January 5<sup>th</sup> at Central and Harper Schools. The new *Amazing Minds* enrichment program at Harper is off to a great start with ten participants enrolled. There are currently

114 participants enrolled at Central School and 137 participants enrolled at Harper School.

### **Sports**

- We welcomed Joe Franzen as the new Sports Coordinator, strengthening operational support and day-to-day league management.
- The Sports Department hosted three break camps during the Winter Break, Non-Contact Football, Girls Multi Sports and Total Sports Camp.
- Successfully launched the Youth Basketball League with 895 registered participants, reflecting strong community demand. The season began January 6.
- We conducted a mandatory coaches meeting with 85 volunteer coaches in attendance, ensuring consistent expectations, safety protocols, and league standards across all teams.
- Introduced a new Rookie Basketball League for kindergarten-aged participants (boys and girls), which begins January 11, expanding age-appropriate entry points into youth sports programming.
- Completed installation of new basketball hoops at the Community Recreation Center Gym, improving facility quality and enhancing the participant experience.

### **Events/One-Day Programs**

- Planning is underway for The Royal Ball, scheduled for February 6<sup>th</sup> at the Lakeview Center. The event will feature dancing, games, arts and crafts, a photo booth and dessert.

## **RECREATION GREEN DIVISION**

### **Gymnastics:**

We had 206 people participate in our Winter Break Classes and Camp.

The Competitive Team had two competitions Make a Wish Classic and Hawaiian Pineapple Classic. They brought home one 1<sup>st</sup> place, two 2<sup>nd</sup> place and one 4<sup>th</sup> place team banners, they are displayed in the gym. The gymnasts also had many independent victories. This was a fantastic way to start our competitive season.

### **Center Fitness Club:**

- Current Happenings & Promotions:
  - 60 Days for \$60 Student Promotion – ended 12/31
    - ♣ 6 Non Resident Passes Sold
    - ♣ 49 Resident Passes Sold
    - ♣ \$5,741 in Revenue
  - 20% off Personal Training and Group Fitness Packages – running through 1/15
    - ♣ As of 1/6 we have sold:
      - 49 Personal Training Packages

- \$31,197.60 in Revenue
  - 169 Group Fitness Packages
  - \$15,691 in Revenue
- 2026 New Year Survey sent to all members in our January newsletter
- Upcoming:
  - January Flow & Glow Classes in partnership with Campfire Sauna & Social
    - ♣ Every Wednesday 7am-8:45am in January
    - ♣ Cost: \$45
    - ♣ Max participation: 12
  - February Transformation Challenge – start date TBD
  - February – For the LOVE of Fitness Challenge

	November 2025	December 2025
Monthly Visits	7,249	8,253
Total Active Memberships	1,638	1,837
Group Fitness Attendance	1,317	1,638
Personal Training Sessions	158	167

## CFA

Much attention was given to the reconstruction project and the transition of programs to alternate locations as needed.

- Music Studios were relocated several times to allow an uninterrupted flow of lessons throughout the month
- South side 200 Rooms were cleared to allow for flooring prep and installation. Once completed, these rooms were prepped for temporary storage and CFA class locations
- Rooms 201 and 203 were cleared to allow for flooring prep and installation

Staff discussed the Winter session and the effects the reconstruction project would have on location for programming.

## Mallinckrodt Center:

### *Mallinckrodt Center Holiday Party:*

Catered lunch and holiday carolers with 15 in attendance, plus 10 performers who enjoyed the festivities after they performed. Holiday sweaters were encouraged, and door prizes were given

away to a couple who participated in holiday sweater contest!



Women of Note musical group performed at Mallinckrodt in December for a free holiday performance. 80 people were in attendance with standing room only as well. The performance was followed with free refreshments and socialization hour.

Mallinckrodt Center's 2<sup>nd</sup> annual Great Holiday Wrap Up had 21 people pre-register for having their gifts wrapped at the wrapping event, 6 volunteers from the park district helped wrap presents throughout the afternoon. In exchange for wrapping, 200 non-perishable food items were donated to the New Trier Food Pantry. This year was quite a success!



Mallinckrodt Center Manager coordinates the Letters to Santa event. This year we had over 300 letters written to Santa from children in the community. Each child received a personalized letter returned in the mail!

Wood Floor Room floor replacement project is complete.





### **CRC Operations**

- Reconstruction continues throughout the CRC. Work is currently happening in the 200 rooms and hallway spaces throughout the first floor
- Staff made great effort at collecting past due household balances

CRC Ops Team hosted many discussion groups regarding the availability of rooms and the scheduling of Winter programs

### **RACQUET SPORTS**

#### **Tennis**

- USTA Junior tournament are scheduled to begin in February
  - Concentrating on U10 Green Ball events
  - Tournament activity will continue through the summer season
- USTA Junior Team Tennis is scheduled to begin
  - Wilmette Tennis Club will have 3 teams entered in league
  - Teams play against other area clubs

#### **Platform**

- First food service change is in place for the first two weeks of January
  - The Lawn is the newest vendor to take on food service
  - A survey will go out to members at the end of January to help guide next steps for food service for the 2026/27 season
- Second half of women's league began January 5, 2026

#### **Pickleball**

- Minor equipment changes to improve ball management between the courts is being investigated for the spring
- Furniture has been acquired in cooperation with Wilmette Pickleball Association for seating at the courts at Hibbard Park

#### **Capital**

- New flooring is installed in Centennial

### **ICE**

- The Holiday Exhibition on 12/14 was a huge success
- Skate with Santa 12/24 was a very popular event with our community
- NYE Skate took place on 12/31 as a new event and was very well attended.
- Mike Carosielli was hired as the General Manager of Ice & Aquatics. He starts 1/14/26

### **LAKEFRONT**

- Things are peaceful at the Lakefront! Nothing to report.
- Preparations for seasonal spaces has begun!
- We have negotiated the contract and are excited to partner with the Fat Shallot for another three years down at the beach!



## MEMORANDUM

Date: January 6, 2026  
To: Chris Lindgren, Executive Director  
From: Lindsay Thomas, Superintendent of Operations  
Re: December 2025 Board Report – Operations Department

- District Operations
- Human Resources and Risk Management
- Marketing and Communications (MarCom)
- Sustainability

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### **DISTRICT OPERATIONS**

Even with the holidays, December still packed in its fair share of projects to be worked on.

Full-time staff were asked to enter their professional goals for 2026 into a shared document. Split up by department, this benefits the entire team by showcasing what each other is working towards during the year ahead. Additionally, evaluations were completed and will be delivered in mid-January.

The Joint Conference Committee met at the Hyatt Regency Chicago for their final walk through before the 2026 IAPD/IPRA Soaring to New Heights Conference coming up in January. The committee reviewed session offerings, events, operations, exhibits and registration. A total of 154 sessions will be offered in 2026 including an additional opening keynote speaker and a morning WERQ fitness class. Additionally, a scavenger hunt is being created to incentivize attendees to use the conference app – the winner will have the choice of a free no-frills registration for 2027 or a gift card. Be on the lookout for more information!

The Social Equity Committee is building out a DEI Assessment for all staff to complete in early 2026. The focus will be to gather feedback on the District's performance in areas related to diversity, equity and inclusion to continue to foster an inclusive environment for both staff and patrons.

### **HUMAN RESOURCES AND RISK MANAGEMENT**

**Filled full-time position:** Ice & Aquatics General Manager - Mike Carosielli has accepted the position and will start on January 14. Mike is coming from the Glenview Park District where he has been the Facility and Operations Manager at the Glenview Community Ice Center. Prior to this he was the Senior Director of Venue Operations with the Chicago Theater. We are excited for Mike to join the WPD Team.

#### **Open Full-time positions as of 1/4/26:**

- Parks Foreperson – retirement – posting early January
- Building Services Foreperson – resignation – posting early January

**Current staffing numbers as of 1/4/25:**

2025 ACTIVE YEAR ROUND EMPLOYEE DATA	
Classification	#Staff
Full Time *	75
PT1-ACA	23
PT1	16
PT2 and 3	260
Short Term (Separate from summer)	70

*\*Positions not in count Parks and Building Services Forepersons and Ice & Aquatics General Manager*

WageWorks/Health Equity enrollment for Flex Spending Account (FSA) and Dependent Care Flex Spending Accounts (DCFSA) and Commuter accounts are listed below.

**Comparison for 2025 to 2026 is as follows:**

	2025 enrolled	2026 enrolled
FSA	20	28
DCFSA	1	3
Commuter	1	1

Summer positions have been posted, and staff have begun to reach out to past 2025 staff for rehiring for the 2026 season. With the positions posted, onsite summer job fairs have been planned, which will take place on February 21, March 11 and April 8. These are in addition to those we attend at the local high schools.

Managers and Supervisors have completed Performance Discussions on their end for full and part-time staff. After final review, 2026 increases will be in effect January 5 and displayed on the January 23 paycheck.

PDRMA – Essentials in Risk Management Review (ERMR) review for 2025 is complete. As an agency we scored 94% in the first year of the three-year process, which awarded the District \$3,810.04 out of a possible \$4,293.00 maximum for 2025.

**The following Full-time positions were replaced, updated or created new in 2025:**

- Executive Director – replaced same position
- Accounting Manager – replaced same position
- CRC Maintenance Worker – replaced same position
- Facility Maintenance One – replacement, updated position title from Building Services Worker (CRC Maintenance team member moved over to this position)
- Horticulturist - replaced same position
- Ice & Aquatics General Manager – replaced same position begins 1/14/26

- Ice Maintenance Supervisor – replacement due to retirement (staff moved from Parks and Planning to this position)
- Parks Laborer – replaced same position, three total replacements, one team member moved to new position at Centennial, one replacement filled twice, one filled once
- Parks Planner – replaced same position
- Performing Arts Coordinator – position moved from PT1-ACA to FT
- Preschool Supervisor– replaced same position
- Recreation Supervisor – General Recreation – replaced same position (prior staff moved to Recreation Supervisor – School Age)
- Recreation Supervisor – School Age – replaced same position (staff moved from Recreation Supervisor-General Recreation)
- Superintendent of Parks and Planning – replaced same position
- \*Two Tennis Professionals retired, positions being reviewed, and not currently replaced

## **MARKETING AND COMMUNICATIONS**

In December, the Marketing and Communications team completed 41 marketing assignments supporting a wide range of seasonal programs, registrations, facility updates, and operational initiatives. Efforts were heavily focused on winter programming, high-traffic registration periods, policy updates, and clear communication during facility construction and holiday operations.

Major initiatives included marketing and communication support for Youth Basketball Registration, Skating Special Events, Winter Break Camps and Workshops, Winter Registration, Preschool Open House, Sailing Registration, Holiday Fitness promotions, and the 2026 program brochure. Additional work included seasonal website updates, end-of-year balance reminder emails, announcements of new cashless payment policies and 2026 pricing updates, Lakefront parking signage and decals, Capital Project grant consideration materials, Explore More production support, and ongoing construction communications and directional signage at both the Community Recreation Center and Centennial Recreation Complex.

### **Analytics Highlights**

#### **Website & Registration**

- Nearly 2,000 users visited Seasonal Program Pages in December, directing traffic to the registration site.
- December 9 alone accounted for nearly 600 users on Seasonal Program Pages.
- The registration site saw 1,400 users on December 9 and an additional 670 users on December 16, corresponding with Winter Registration activity.
- The Wishlist page received over 3,600 views, indicating strong advance planning by users and use of one of the most streamlined registration tools, helping reduce confusion and registration stress.
- The Digital Program Guide attracted 2,600 visitors in December, generating over 300 clicks directly to program listings.

**Social Media** - Social media continued to be an effective tool for timely updates and event promotion. Top-performing content included safety messaging such as Shelf Ice Warnings, Nutcracker promotions, facility updates like new carpeting at Centennial Recreation Complex, Ice Showcase photos, December event highlights, and CRC Main Foyer closure announcements. Collectively, December social media content generated 124,000 views and more than 800 link clicks, driving users to additional information and registration opportunities.

**Email Marketing:**

- 20 email campaigns were deployed in December, sending nearly 230,000 emails.
- Campaigns achieved a 62% open rate and generated 2,600 clicks.
- The December Board Brief was sent to over 19,000 recipients and achieved an exceptional 80% open rate, reflecting strong engagement with board-level communications.

**SUSTAINABILITY**

**Composting Drop-Off Program** - Following a successful pilot program in 2025, The Park District and the Village will continue to offer the Compost Drop-Off Program. Usage of the Drop-Off Program continues to grow, with a total of nearly 7.5 tons collected during the 2025 pilot period. Compost container capacity will be expanded at all sites in the coming weeks to accommodate the rise in usage.

	August	September	October	November	December
<b>Centennial</b>	308 lbs	639 lbs	754 lbs	877 lbs	1,239 lbs
<b>Thornwood Park</b>	155 lbs	322 lbs	486 lbs	501 lbs	526 lbs
<b>CTA Linden Lot</b>	195 lbs	489 lbs	566 lbs	864 lbs	700 lbs
<b>Metra Poplar Lot</b>	381 lbs	797 lbs	949 lbs	1,066 lbs	1,066 lbs
<b>Wilmette Public Works</b>	215 lbs	249 lbs	480 lbs	496 lbs	562 lbs
<b>Total</b>	<b>1,254 lbs</b>	<b>2,496 lbs</b>	<b>3,235 lbs</b>	<b>3,804 lbs</b>	<b>4,093 lbs</b>

**Staff Sustainability Committee** - The Sustainability Committee had their eleventh meeting of 2025 on Friday, November 19. Staff worked through brainstorming next year's learning opportunities and reviewed anti-idling plans, webpage edits and ideas and the sustainable events checklist which will be shared out with full-time staff in January.

**Sustainability Plan Objective Update** - The objective with a target start date in the fourth quarter of 2025 and its related update is listed below.

#### Q4 2025 Objectives

Objective	Update
Incorporate department-specific sustainability plan goals into employee onboarding to increase staff awareness of District sustainability goals.	Staff determined that rather than creating a new document summarizing the Sustainability Plan, putting the Sustainability Plan itself in the onboarding binder would be the most beneficial. HR staff added the Plan to the binder in early 2025.

## MEMORANDUM

Date: January 7, 2026  
To: Chris Lindgren, Executive Director  
From: Sheila Foy, Superintendent of Finance  
Re: January, 2026 Board Report  
Finance  
Technology



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### FINANCE

#### November Financials

The results of operations for the District through November is a \$539k fund deficit down from a \$1m surplus in October. This amount is behind budget by \$939k.

Revenues in total continue to be behind budget by almost \$2.7m or 8.6% due to the following:

- **Property Tax** collections are behind budget by \$3.8m. In December, the County distributed \$1.3m of the \$3.8m we are owed for the remainder of 2025. The County continues to struggle with determining how to accurately distribute the property taxes they have collected. Because of this uncertainty, we are asking the Board to consider an ordinance that will allow us to issue taxable promissory notes in the event we need liquidity.
- **All Fee Revenues** (in total) are ahead of budget by \$608k.
- **Miscellaneous Income** is over budget by 119% or \$579k. The detail for that information is as follows:
  - **Interest Income** through October is \$397k and that's over YTD budget by \$153k.
  - **OSLAD Grant** is \$283k and was not budgeted in revenue for 2025
  - **Other material unplanned income sources (as in previous months):**
    - Donations \$47k
    - Electricity Rebate \$17k
    - Village Ticket Revenue Share \$18.4
    - Surplus Equipment Sales \$22.2k
    - Concessionaire Fees \$17k
    - Other Grant Revenue \$19

Operating expenses are underbudget in each category except Equipment and Repairs which is almost at budget.

The detailed 2025 capital expenditures report is projecting 2025 capital spending of almost \$8.2m.

The total projected savings to the District for 2025 through November is almost \$213k

- 66 total projects (6 unplanned)
- 5 are ongoing
- 3 are complete and waiting to be paid
- 4 are moving to 2026
- 5 are cancelled
- 35 are complete

## **Updates**

### **Finance**

- December was spent setting up the payroll system and accounting system to be able to process 1099's and W-2's to reflect the new requirements set out in the OBBB Act that passed earlier this year.
- The District went cashless beginning January 1<sup>st</sup>.
- Finance met with the Lauterbach & Amen senior partner to discuss topics relevant to the 2025 audit. The Audit team was in our offices for one day to test internal controls. They will return the first week of March to finish the audit and what could be more fun than that?
- Cook County property tax distributions – As discussed previously, we have received over \$1.3m of the \$3.8m that is owed to us for the 2025 tax year. We have learned that the County continues to struggle with the distribution of all the taxes they have collected. Because of that, we are asking the Board to approve an ordinance that will allow us (if necessary) to issue up to \$4m in taxable promissory notes. We understand there may be issues with 2026 property tax distributions also.
- Finance is in the process of closing the books for December and continues to provide support to the Auditors for the 2025 audit.

### **Technology**

Information Technology spent December updating the IT ticketing software, IT inventory and deployment software, email server software and virtual server platform. Winter registration occurred and the virtual waiting room was used to spread out the load on the servers. IT also configured the registration system to no longer process cash payments and IT implemented multi-factor authentication for the District's financial software. With the ongoing construction at CRC, IT helped pack, move and re-setup IT equipment at the front desk and staff offices. Finally, IT completed the refresh of the ice controller computer to an updated OS and configured an archival storage location for marketing video and photograph files.



**Wilmette Park District**  
**Revenue and Expense Statement**  
**For the Month Ending November 30, 2025**

Total District	Through November 30			YTD Variance		Total Year Projection 2025	Total Year Budget 2025	2025 Variance	
				Actual to Budget				Projection to Budget	
	Actual 2024	Actual 2025	Budget 2025	\$	%			\$	%
Revenue									
Property Taxes	\$7,615,256	\$4,133,823	\$7,980,938	(\$3,847,114)	-48.2%	\$8,024,577	\$8,027,916	(\$3,339)	0.0%
Daily Fees	3,038,830	2,919,015	2,987,830	(68,815)	-2.3%	2,910,162	3,015,720	(\$105,558)	-3.5%
Fee Revenue	12,160,317	13,768,419	13,414,862	353,558	2.6%	13,560,398	13,959,175	(\$398,778)	-2.9%
Membership Fees	3,622,945	3,731,278	3,517,242	214,036	6.1%	3,145,239	3,137,696	\$7,544	0.2%
Rental Revenue	2,217,394	2,547,462	2,458,350	89,113	3.6%	2,659,158	2,639,067	\$20,091	0.8%
Retail Sales	191,814	218,975	198,229	20,746	10.5%	218,188	214,570	\$3,618	1.7%
Miscellaneous Revenue	<u>782,918</u>	<u>1,064,519</u>	<u>485,107</u>	<u>579,412</u>	119.4%	<u>1,166,098</u>	<u>667,952</u>	<u>\$498,146</u>	74.6%
Total Revenue	\$29,629,475	\$28,383,491	\$31,042,557	(\$2,659,066)	-8.6%	\$31,683,821	\$31,662,095	\$21,725	0.1%
Expenses									
Salaries & Wages	\$11,622,533	\$12,334,105	\$12,627,951	(293,846)	-2.3%	\$13,295,514	\$13,603,039	(307,525)	-2.3%
Employee Benefits	2,742,169	2,902,698	3,070,785	(168,087)	-5.5%	3,413,164	3,460,341	(47,177)	-1.4%
Contract Services	4,469,177	4,673,101	4,768,859	(95,758)	-2.0%	5,253,107	5,218,386	34,720	0.7%
Utilities	848,146	839,944	1,153,953	(314,009)	-27.2%	1,108,202	1,314,361	(206,159)	-15.7%
Supplies	1,392,391	1,350,735	1,508,168	(157,433)	-10.4%	1,601,382	1,603,336	(1,954)	-0.1%
Equipment and Repairs	<u>285,022</u>	<u>398,428</u>	<u>397,873</u>	<u>555</u>	0.1%	<u>452,550</u>	<u>430,364</u>	<u>22,186</u>	5.2%
Operating Expenses	\$21,359,438	\$22,499,010	\$23,527,588	(\$1,028,578)	-4.4%	\$25,123,919	\$25,629,828	(\$505,909)	-2.0%
Operating Surplus (Deficit)	\$8,270,038	\$5,884,481	\$7,514,969	(\$1,630,488)	-21.7%	\$6,559,902	\$6,032,267	\$527,635	8.7%
Non-Operating Revenue									
Bond Proceeds	\$5,504,140	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A
Capital Reimbursement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>	<u>0</u>	<u>0</u>	N/A
Total Non-Operating Revenue	\$5,504,140	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A
Non-Operating Expenses									
Capital	7,632,485	6,035,873	6,781,292	(745,419)	-11.0%	8,077,868	7,186,225	891,643	12.4%
Capital - Special Recreation	61,288	92,109	100,000	(7,891)	-7.9%	100,000	100,000	0	0.0%
Debt Service	63,505	295,392	233,749	61,642	26.4%	1,937,498	1,937,498	0	0.0%
Capital Transfer	0	0	0	0		0	0	0	
Overhead Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>0</u>	<u>0</u>	
Total Non-Operating Expenses	\$7,757,279	\$6,423,374	\$7,115,041	(\$691,667)	-9.7%	\$10,115,366	\$9,223,723	\$891,643	9.7%
Net Non-Operating Surplus (Deficit)	(\$2,253,139)	(\$6,423,374)	(\$7,115,041)	\$691,667	-9.7%	(\$10,115,366)	(\$9,223,723)	(\$891,643)	9.7%
Total Expenses	<u>\$29,116,716</u>	<u>\$28,922,385</u>	<u>\$30,642,629</u>	<u>(\$1,720,244)</u>	-5.6%	<u>\$35,239,285</u>	<u>\$34,853,552</u>	<u>\$385,734</u>	1.1%
Net Surplus (Deficit)	\$6,016,899	(\$538,893)	\$399,928	(\$938,821)	-234.75%	(\$3,555,464)	(\$3,191,456)	(\$364,008)	11.41%



**WILMETTE PARK DISTRICT  
SUMMARY OF CAPITAL SPENDING  
THROUGH NOVEMBER 30, 2025**

Location	Add location Here	SNLC -	Project Name	Project Description	2025 Budget	Carryover from 2024	2025 Unbudgeted Spending	YTD Spending	Projected Remaining Spend
ADMINISTRATION OFFICE	Administration	Critical	Computer Hardware	Computer hardware (Laptops, Desktops, Servers and etc.)	109,978			78,933	31,045
ADMINISTRATION OFFICE	Administration	Critical	Computer Software	Computer software (MS Office and etc.)	176,547			175,945	603
CENTENNIAL COMPLEX	Ice	Semi Critical	Replace floor and lobby at Ice entrance		75,000		4,278		79,278
COMMUNITY REC CENTER	Center Fitness Club	Critical	Facility Improvements and Equipment Replacement	Ongoing replacement of equipment and updates	20,000			4,456	15,544
COMMUNITY REC CENTER	Center Fitness Club	Critical	Studio Equipment Replacement	Ongoing replacement of group exercise studio equipment	3,000				3,000
COMMUNITY REC CENTER	General Building	Critical	2025 CRC project	Damage from the sprinkler accident and repairing the rest of the building			148,000	14,837	133,163
COMMUNITY REC CENTER	General Building	Semi Critical	Floor replacement - tile only Front Entrance	Tile is currently cracking - safety issue	10,000		(10,000)		-
COMMUNITY REC CENTER	General Building	Not Critical	Update Lounge (where vending machines are located)	Floor, charging counter, new TV's, furniture and paint	15,000		(15,000)		-
GILLSON PARK	Park	Critical	Lakefront Infrastructure Design Work	Comprehensive Plan Development		34,440	(24,440)		10,000
GILLSON PARK	Park	Critical	Lakefront Infrastructure Implementation	Roads, sewers and sidewalks	3,525,000	574,882	(311,528)	2,692,961	1,095,393
GILLSON PARK	Tennis Courts	Semi Critical	Tennis court	Brick paver replacement	-				-
LANGDON PARK	Bluff and Beach	Critical	Shoreline Protection - Langdon	Material and Installation	500,000	213,978	(8,812)	535,164	170,002
MALLINCKRODT CENTER	Fitness Room	Critical	Equipment	Replace equipment in fitness room	5,000				5,000
MALLINCKRODT CENTER	Fitness Room	Critical	Mallinckrodt Flooring Project	Hardwood floor can no longer be refinished, it must replaced	25,000		(10,376)	-	14,624
MALLINCKRODT CENTER	Maintenance Building	Not Critical	Mallinckrodt Improvement	Ongoing maintenance for replacing windows, broken floor tiles, broken doors, etc	5,000			1,379	3,621
PARKS DEPARTMENT	Facilities	Semi Critical	LED Light Upgrades	For various facilities	25,000		4,000	17,298	11,702

PARKS DEPARTMENT	Hibbard	Critical	Hibbard Park Master Plan	ADA Improvements, Tot Lot Replacement, Ball Field Improvements, Landscaping and Picnic Shelter (net of requested grant)	900,000		373,804	1,087,546	186,258
PARKS DEPARTMENT	Parks	Semi Critical	Landscape Work	Implementing landscape plans	40,000			27,781	12,219
PARKS DEPARTMENT	Various Locations	Semi Critical	Garbage Can, Park Benches and Water Fountain Replacements	For upkeep on the replacement schedules	30,000			23,695	6,305
PARKS DEPARTMENT	Parks	Not Critical	Fencing	Update fencing where needed	5,000			2,805	2,195
WILMETTE GOLF CLUB CENTENNIAL COMPLEX	Clubhouse- Building	Critical	Replace RTU's (5 & 3) Replace RTU	Replace rooftop units #5 & #3 Replace rooftop unit at Centennial	80,000				80,000
WILMETTE GOLF CLUB	On Course	Critical	Drainage Improvements	Materials for subsurface golf course drainage installs	12,000				12,000
CENTENNIAL COMPLEX	Ice	Critical	Roof Replacement (partial)	Roof replacement including moving the cooling tower off and back onto the roof	350,000		(350,000)		-
ADMINISTRATION OFFICE	Administration	Critical	Facility Condition Assessment Process	Implement assessment - including ADA access to tennis courts	100,000		(100,000)		-
GILLSON PARK	Sailing	Critical	Sailing Shack, Shed and Observation Tower	Rebuild Shack to create more accessible and functional space and rebuild tower	60,000		(59,203)	797	-
GILLSON PARK	Dog Beach	Semi Critical	Dog Beach Fence	Refencing of the dog beach including gate replacement	15,000		(15,000)		-
CENTENNIAL COMPLEX	Building	Critical	Address rooftop maintenance access	Determine the future access to the rooftop	10,000		(10,000)		-
PARKS DEPARTMENT	West Park	Not Critical	Key System	Converting all District locks to a new system that the District controls	19,500		(19,449)	51	(0)
COMMUNITY REC CENTER	Auditorium	Critical	Curtain Replacement		46,000				46,000
CENTENNIAL COMPLEX	Ice	Critical	Sump pump replacement		25,000		(5,320)	280	19,400
WILMETTE GOLF CLUB	Maintenance Building	Not Critical	Golf Course Improvements	Rework the office area to add more offices, replace bay doors, add maintenance garage storage space	7,500		(705)	6,795	-
CENTENNIAL COMPLEX	Ice	Critical	Replacement Rental Ice Skates (100 pairs)		10,000		265	10,265	-
ADMINISTRATION OFFICE	Marketing		MarCom Office Buildout	Building Improvement			6,082	6,082	-
COMMUNITY REC CENTER	General Building	Semi Critical	Ice Machine	Current unit is 8 years old	3,700		(148)	3,552	-
PARKS DEPARTMENT	Parks	Critical	Parks Salt Spreader	Emergency purchase			6,585	6,585	-

WILMETTE GOLF CLUB	General Building	Critical	Clubhouse Water Heaters (2)	replace 22 year old equipment	97,000		(10,821)	86,179	-
WILMETTE GOLF CLUB	Restaurant	Critical	Undercounter kitchen refrigerator	Past it's life span (2003) - Is this the low boy coolers? Adam - \$9k	7,000		470	7,470	-
WILMETTE GOLF CLUB	Vehicles	Semi Critical	Medium / Lite Duty Utility Vehicles	People movers/ tools / leaf material / grass clippings/ etc.	48,000		(2,720)	45,280	-
PARKS DEPARTMENT	Equipment	Semi Critical	Carpet Extractor	current unit is 20 yrs old	7,000		(632)	6,368	-
PARKS DEPARTMENT	Equipment	Critical	Line Painter	Both line painters went out in 2024, we need a new one	25,000		896	25,896	-
CENTENNIAL COMPLEX	Aquatics	Semi Critical	Diving Well	Replace gutter grates	10,000		(366)	9,634	-
GILLSON PARK	Wallace Bowl	Critical	Theater Barn Garage Door		5,500		(25)	5,475	-
GILLSON PARK	Equipment	Critical	Kubota	Utility vehicle to replace 1 Gator	30,000		(7,075)	22,925	-
CENTENNIAL COMPLEX	Aquatics	Critical	Boilers	3 boilers to be replaced (22 yrs)	81,000		(6,150)	74,850	-
PARKS DEPARTMENT	Equipment	Not Critical	Aerator		55,000		(13,710)	41,290	-
PARKS DEPARTMENT	Equipment	Semi Critical	Walk behind floor scrubber		10,000		428	10,428	-
PARKS DEPARTMENT	Vehicles	Semi Critical	<del>Salt Truck</del> Dump Body Truck	<del>Salt Truck Replacement</del> Purchase Dump Body Truck		26,646	(3,564)	23,082	-
WILMETTE GOLF CLUB	Equipment	Semi Critical	Turbine Blowers	Replacement - (2) 15 Year Old Machines	30,000		(11,650)	18,350	-
PARKS DEPARTMENT	Vehicles	Critical	School Bus		-	-	184,948	184,948	-
PARKS DEPARTMENT	Community Playfields/Shorewood	Critical	Resurfacing CPF and Shorewood		100,000		(12,543)	87,457	-
CENTENNIAL COMPLEX	Aquatics	Critical	9 New lane lines and reel cover		12,500		(2,396)	10,104	-
GILLSON PARK	Lakeview	Critical	HVAC Unit Replacement	Upstairs	30,000		(3,762)	26,238	-
GILLSON PARK	Picnic Groves	Semi Critical	Picnic Tables	Replace wood. Reuse frames	5,000		2,154	7,154	-
CENTENNIAL COMPLEX	Aquatics	Critical	Filter Room	Valves and Gauges are failing due to age (20 years)	20,000		(367)	19,633	-
WILMETTE GOLF CLUB	Equipment	Critical	Rough Mower	Replacement - 2019 6-7 Year Schedule	75,000		456	75,456	-
COMMUNITY REC CENTER	Gymnastics	Critical	Facility Improvements and Equipment Replacement	Ongoing replacement of equipment and updates	15,000		(234)	14,766	-
CENTENNIAL COMPLEX	Ice	Critical	Emergency Light Generator	Replace emergency light generator		135,000	(8,474)	126,526	-
WILMETTE GOLF CLUB	Driving Range	Semi Critical	Driving Range Upgrade	Rebuild Driving Range	30,000		(946)	29,054	-
WILMETTE GOLF CLUB	Course	Critical	Deep Well (#2) Repair	Repair pump and piping			88,600	88,600	-
PARKS DEPARTMENT	West Park and CRC	Not Critical	Seal Coat Parking Lots	West Park lot shared with Platform and CRC - all lots	35,000		(10,255)	24,745	-
PARKS DEPARTMENT	Lift	Critical	Automotive Lift Replacement	Emergency purchase of Lift			78,500	78,500	-
COMMUNITY REC CENTER	General Building	Critical	TRANE/C10D01662/unit 6	Replacement of RTU that services Gymnastic area	200,000		(54,109)	145,891	-
WILMETTE GOLF CLUB	Golf House	Not Critical	General upkeep of the building	Updates to usable living space	15,000		(1,800)	13,200	-
PARKS DEPARTMENT	Vehicles	Semi Critical	Electric Gator		35,000		(15,032)	19,968	-
CENTENNIAL COMPLEX	General Building	Not Critical	Car Charging Station	Add an electric car charging station		15,000	(5,800)	9,200	-

				Totals	7,186,225	999,946	(212,944)	6,035,874	1,937,352
PARKS DEPARTMENT**	Various Locations	Critical	ADA Accessibility (5.8 Levy)	ADA improvements	100,000			92,109	7,891
				Totals	7,286,225	999,946	(212,944)	6,127,983	1,945,244

## MEMORANDUM

Date: January 8, 2026  
To: Board of Park Commissioners  
From: Sheila Foy, Superintendent of Finance  
Copied: Chris Lindgren, Executive Director  
Re: 2026 Budget and Appropriations Ordinance 2026-O-1

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### Statement

The District is required to adopt a Budget and Appropriations Ordinance (B & A), and file it with the County Clerk within 30 days of its approval.

### Discussion

A public hearing is required to be held prior to approval of the B & A. The notice of this hearing must be published in a local circulation newspaper at least seven days before the public hearing. The public hearing notice was published on December 25, 2025 in the Wilmette Life stating the hearing will take place on January 12, 2026 at the Village Hall Council Chambers located at 1200 Wilmette Ave in Wilmette, Illinois. The B & A consists of two columns of data; one column lists the District's budget by line item, while the second column lists these same line items with a 15% increase in all line items except Capital. Capital items have a 25% increase. The second column is referred to as the appropriation and establishes the District's legal spending limits. However, the District's departments use the approved budget for carrying out its activities and Board policies.

### Conclusion

Finance recommends the Board approve the Budget and Appropriation Ordinance 2026-O-1.

*Attachment: 2026 Budget and Appropriation Ordinance 2026-O-1*

**WILMETTE PARK DISTRICT  
ORDINANCE 2026-O-1**

**AN ORDINANCE MAKING A COMBINED ANNUAL  
BUDGET AND APPROPRIATION OF FUNDS FOR THE  
WILMETTE PARK DISTRICT, COOK COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING ON THE  
1<sup>ST</sup> DAY OF JANUARY, 2026 AND ENDING ON THE  
31<sup>ST</sup> DAY OF DECEMBER, 2026**

**WILMETTE PARK DISTRICT  
ORDINANCE NO. 2026-O-1**

**AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET  
AND APPROPRIATION OF FUNDS FOR THE WILMETTE PARK  
DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL  
YEAR BEGINNING ON THE 1<sup>ST</sup> DAY OF JANUARY, 2026 AND  
ENDING ON THE 31<sup>ST</sup> DAY OF DECEMBER, 2026**

**WHEREAS, the Board of Park Commissioners of the Wilmette Park District has caused to be prepared in tentative form a combined annual budget and appropriation ordinance and the Secretary of the Board has made same conveniently available for public inspection for at least thirty (30) days prior to final action thereon; and**

**WHEREAS, a public hearing was held at 7:30 p.m. at the regular monthly meeting place of the Wilmette Park District on the 12<sup>th</sup> day of January, 2026, notice of said hearing having been given by publication at least one (1) week prior thereto as required by law and all other legal requirements having been complied with.**

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE WILMETTE PARK DISTRICT, COOK COUNTY, ILLINOIS AS FOLLOWS:**

**SECTION 1: The amounts herein set forth, or so much thereof as may be authorized by law and as may be needed are hereby budgeted and appropriated for the following purposes of the Wilmette Park District, Cook County, Illinois to defray all necessary expenses and liabilities of said Park District, as specified in Section 2 for the fiscal year beginning on January 1, 2026, and ending on December 31, 2026.**

**SECTION 2: The budgeted and appropriated for each object or purpose as follows:**

**Ordinance 2026-O-1**

	<u>Budget</u>	<u>Appropriation</u>
<b>I. The amount Budgeted and Appropriated for Corporate Purposes:</b>		
Salaries and Wages	\$3,770,925	\$4,336,564
Employee Benefits	893,377	1,027,384
Contract Services	939,925	1,080,914
Utilities	180,669	207,770
Supplies	293,130	337,099
Repairs	119,618	137,561
Other Operating Expenditures	-	-
Total amount Budgeted for Corporate Fund	\$6,197,645	
Total amount Appropriated for Corporate Fund		\$7,127,291
<b>II. The amount Budgeted and Appropriated for Recreation Purposes:</b>		
Salaries and Wages	\$10,217,505	\$11,750,130
Employee Benefits	969,874	1,115,355
Contract Services	3,313,384	3,810,391
Utilities	1,012,495	1,164,369
Supplies	1,378,436	1,585,202
Repairs	349,987	402,485
Other Operating Expenditures	-	-
Total amount Budgeted for Recreation Fund	\$17,241,680	
Total amount Appropriated for Recreation Fund		\$19,827,932
<b>III. The amount Budgeted and Appropriated for Insurance Purposes Pursuant to Section 9-107 of the Local Governmental and Governmental Employees Tort Immunity Act:</b>		
Intergovernmental Pool Insurance Premium	\$463,484	\$533,007
Risk Management Expenditures	240,901	277,036
Total amount Budgeted for the Liability Insurance Fund		
Total amount Appropriated for the Liability Insurance Fund	\$704,385	\$810,043
<b>IV. The amount Budgeted and Appropriated for Pension Purposes: Social Security</b>		
Cost of Participation in the Federal Social Security Insurance Program	\$1,060,230	\$1,219,264
Total amount Budgeted for Social Security Fund	\$1,060,230	
Total amount Appropriated for Social Security Fund		\$1,219,264



**V. The amount Budgeted and Appropriated for  
Pension Purposes: Illinois Municipal Retirement Fund**

<b>IMRF Employer Contribution</b>	<b>\$730,000</b>	<b>\$839,500</b>
<b>Total amount Budgeted for IMRF Fund</b>	<b>\$730,000</b>	
<b>Total amount Appropriated for IMRF Fund</b>		<b>\$839,500</b>

**VI. The amount Budgeted and Appropriated for the  
Audit Fund:**

<b>Auditing Expenditures</b>	<b>\$32,700</b>	<b>\$37,605</b>
<b>Total amount Budgeted for the Audit Fund</b>	<b>\$32,700</b>	
<b>Total amount Appropriated for the Audit Fund</b>		<b>\$37,605</b>

**VII. The amount Budgeted and Appropriated for the  
organization and maintenance of a Police System  
within the parks and playgrounds:**

<b>Salaries and Wages</b>	<b>\$67,000</b>	<b>\$77,050</b>
<b>Contract Services</b>	<b>12,000</b>	<b>13,800</b>
<b>Total amount Budgeted for the Security Fund</b>	<b>\$79,000</b>	
<b>Total amount Appropriated for the Security Fund</b>		<b>\$90,850</b>

**VIII. The amount Budgeted and Appropriated for District's  
Share of Expenses of Joint Recreational Programs  
for the Handicapped (Special Recreation):**

<b>Special Recreation Programs for the Disabled (NSSRA Contribution)</b>	<b>\$339,330</b>	<b>\$390,230</b>
<b>Special Recreation Companions for the Disabled (NSSRA Companion Fees)</b>	<b>250,290</b>	<b>287,834</b>
<b>Contract Services</b>	<b>5,500</b>	<b>6,325</b>
<b>NSSRA Authorized - Accessibility for the Disabled (Facility and Program Accessibility Costs)</b>	<b>175,000</b>	<b>201,250</b>
<b>Total amount Budgeted for Special Recreation Fund</b>	<b>\$770,120</b>	
<b>Total amount Appropriated for Special Recreation Fund</b>		<b>\$885,638</b>

**IX. The amount Budgeted and Appropriated for the  
Capital Projects Fund:**

<b>Park Repair and Improvements</b>	<b>360,000</b>	<b>450,000</b>
<b>Facility Repair and Improvements</b>	<b>3,198,203</b>	<b>3,997,754</b>
<b>Equipment Replacement</b>	<b>1,769,491</b>	<b>2,211,864</b>
<b>Total amount Budgeted for the Capital Projects Fund</b>	<b>\$5,327,694</b>	
<b>Total amount Appropriated for the Capital Projects Fund</b>		<b>\$6,659,618</b>

**X. The amount Budgeted and Appropriated for the  
Bond and Interest Fund:**

Bond Principal	\$1,310,000	\$1,506,500
Bond Interest	308,310	354,557
Contract Services including issuance costs	<u>1,186</u>	<u>1,364</u>
Total amount Budgeted for the Bond and Interest Fund	\$1,619,496	
Total amount Appropriated for the Bond and Interest Fund		\$1,862,420

**Summary of Funds Budgeted and Appropriated:**

I. Corporate Fund	\$6,197,645	\$7,127,291
II. Recreation Fund	17,241,680	19,827,932
III. Liability Insurance Fund	704,385	810,043
IV. Social Security Fund	1,060,230	1,219,264
V. IMRF Fund	730,000	839,500
VI. Audit Fund	32,700	37,605
VII. Security Fund	79,000	90,850
VIII. Special Recreation Fund	770,120	885,638
IX. Capital Projects Fund	5,327,694	6,659,618
X. Bond and Interest Fund	<u>1,619,496</u>	<u>1,862,420</u>
Total Budgeted Funds for Fiscal Year 2026	<u>\$33,762,950</u>	
Total Appropriated Funds for Fiscal Year 2026		<u>\$39,360,161</u>

Each of said sums of money and the aggregate thereof are deemed necessary by the Board of Commissioners of the WILMETTE PARK DISTRICT to defray the necessary expenses and liabilities of the aforesaid Park District during the fiscal year beginning the 1<sup>st</sup> day of January, 2026, and ending the 31<sup>st</sup> day of December, 2026, for the respective purposes set forth.

**SECTION 3:** All unexpended balances of the appropriation for the fiscal year ending the 31<sup>st</sup> day of December, 2025, and prior years to the extent not otherwise re-appropriated for other purposes herein are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, pursuant to law. All receipts and revenue not specifically appropriated, and all unexpended balances from preceding fiscal years not required for the purpose for which they were appropriated and levied shall constitute the general fund and shall be placed to the credit of such fund.

**SECTION 4:** Pursuant to law the following determinations have been and are hereby made a part of aforesaid budget:

- (a) Cash on hand and short term investments at the beginning of the fiscal year: ..... \$ 5,114,679
- (b) Estimate of cash expected to be received during the fiscal year from all sources:.....\$ 33,153,514
- (c) Estimate of expenditures contemplated for the fiscal year:.....\$ 33,762,950
- (d) Estimated cash and short term investments expected to be on hand at the end of the fiscal year:.....\$ 4,505,243

**SECTION 5:** All ordinances or parts of ordinances conflicting with any of the provisions of this Ordinance be and the same are hereby modified or repealed. If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such item or the remainder of this Ordinance.

**SECTION 6:** This Ordinance is not intended or required to be in support of or in relation to any tax levy made by the Park District during the fiscal year beginning the 1<sup>st</sup> day of January, 2026, and ending the 31<sup>st</sup> day of December, 2026, or any other fiscal year.

**SECTION 7:** This Ordinance shall be in full force and effect immediately upon its passage and approval according to law. A certified copy of this Ordinance shall be filed with the County Clerk of Cook County, Illinois, together with the certificate of the Chief Fiscal Officer of the Park District certifying revenues by source anticipated to be received by the Park District, within thirty (30) days after its passage and approval, as provided by law.

Adopted this 12<sup>th</sup> day of January, 2026 pursuant to roll call vote.

**Roll Call Vote:**

**Ayes:**

**Nayes:**

**Absent:**

**ATTEST:**

\_\_\_\_\_  
**Secretary  
Wilmette Park District  
Wilmette, Illinois**

\_\_\_\_\_  
**President  
Wilmette Park District  
Wilmette, Illinois**

**Ordinance 2026-O-1**

STATE OF ILLINOIS) ) SS.  
COUNTY OF COOK )

**I, CHRIS M. LINDGREN, DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Wilmette Park District and to the Board of Park Commissioners of the Wilmette Park District and that I have access to and am custodian of the official Minutes of the Meetings of the Board of Park Commissioners of the Wilmette Park District.**

**I DO FURTHER CERTIFY that the above and foregoing is a true and correct copy (duplicate) of a certain Ordinance entitled:**

**ORDINANCE NO. 2026-O-1**

**WILMETTE PARK DISTRICT**

**AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET  
AND APPROPRIATION OF FUNDS FOR WILMETTE PARK  
DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL  
YEAR BEGINNING ON THE 1<sup>ST</sup> DAY OF JANUARY, 2026, AND  
ENDING ON THE 31<sup>ST</sup> DAY OF DECEMBER, 2026**

that the foregoing was passed by the Board of Park Commissioners of said Wilmette Park District on the 12th day of January, 2026, and was on the same day approved by the Secretary of the Wilmette Park District; that it was filed and recorded in the office of the Secretary of the Wilmette Park District of which the foregoing is a true copy (duplicate) and that the original of said Ordinance is now on file in the office of such Secretary.

**GIVEN under my hand and seal of the Wilmette Park District this 12th day of January, 2026.**

**SECRETARY**  
**Wilmette Park District**  
**Cook County, Illinois**

**(SEAL)**

## Ordinance 2026-O-1

**WILMETTE PARK DISTRICT**  
**Cook County, Illinois**

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**CERTIFICATE OF CHIEF FISCAL OFFICER AS TO ESTIMATE OF REVENUES  
BY SOURCE ANTICIPATED TO BE RECEIVED DURING FISCAL YEAR OF  
JANUARY 1, 2026 TO DECEMBER 31, 2026  
SECTION 162 OF THE REVENUE ACT OF 1939**

The undersigned, Sheila Foy, the Treasurer and Chief Fiscal Officer of the Wilmette Park District, does hereby certify the estimate of revenues by source anticipated to be received by the Wilmette Park District, Cook County, State of Illinois, in the fiscal year beginning the 1<sup>st</sup> day of January, 2026, and ending the 31<sup>st</sup> day of December, 2026, are as follows:

General real estate tax revenues .....	\$ 8,188,365
Personal property replacement tax revenue .....	240,564
Program user fees revenue .....	20,611,205
Rental revenue .....	2,876,916
Retail sales .....	239,569
Interest revenue .....	328,510
Miscellaneous revenue .....	<u>668,385</u>
<b>TOTAL REVENUE.....</b>	<b>\$ <u>33,153,514</u></b>

The above is certified this 12<sup>th</sup> day of January, 2026

**TREASURER AND CHIEF FISCAL OFFICER**  
Wilmette Park District  
Cook County, Illinois

The above certification was filed with the County Clerk of Cook County, Illinois  
Karen A. Yarbrough  
County Clerk of Cook County

Ordinance 2026-O-1

## MEMORANDUM



To: Board of Park Commissioners  
From: Adam Kwiatkoski, Golf Course General Manager  
Date: January 8, 2026  
Re: Golf Equipment Capital Purchases

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Included with this memorandum are quotes from three different vendors for Golf Maintenance Equipment. Omnia and Sourcewell purchasing cooperative contracts with appropriate discounts have been secured for each. Some pieces of equipment have come out under the original budget and some are over with the grand total of these purchases totaling \$296,057.35 versus a 2026 budget of \$299,000.

### **Background #1:**

The current skid steer loader is 25 years old and has 4,249 hours of use on it. It currently is not operable due to a failure in the hydraulic lift pump that happened in November. This negatively affected our trade-in value on the equipment. It would be expensive to repair, requiring specialized tools, diagnostic equipment, and the expertise of heavy equipment shop. This piece of equipment has been on our capital list for several years and is now officially at the end of its useful life.

The Park District is requesting to purchase a new skid steer loader through the Sourcewell purchasing cooperative under contract 011723-JDC.

The purchase price for the skid steer loader including warranty and delivery from West Side Tractor Sales – John Deere is \$82,970.78.

### **Background #2:**

The four oldest utility cars are all 15+ years old. These are 2-seat cars with a flatbed that are used for staff to get around and be able to transport tools and equipment around the course. All members of the golf maintenance team use the vehicles daily.

The Park District is requesting purchase of four (4) Utility Cars through the Sourcewell purchasing cooperative under contract #12222-CCR.

The purchase price for four (4) Utility Cars from Nadler Golf is \$47,500.96

### **Background #3:**

In 2019 an equipment package was purchased that included approach/tee mowers (2), walking greens mowers (2), bank mower, fairway mowers (4), rough mower, sand pro, and a utility vehicle. The package was to be paid overtime with a plan to purchase equipment again starting in 2024. A list of equipment was spread over 2024-2027 in future capital years. Some items were pushed into future years, and now staff is again recommending an equipment package purchase in 2026. This package will include greens mowers (2) with cutting units, walking greens mowers (2), fairway mowers (4), bank mower, sand pro and GPS Sprayer with GeoLink Kit. Several pieces of older equipment will be traded in to bring down cost of the package.

The Park District is requesting purchase of this equipment package through Omnia purchasing cooperative under contract # Q190619.

The purchase price for this equipment package from Reinders is \$165,585.61 per year over five years.

**Staff Recommendation**

Staff recommends the board approve these amounts and give the Executive Director the authority to sign the purchasing agreements for:

- skid steer loader including warranty and delivery from West Side Tractor Sales – John Deere is \$82,970.78;
- four (4) Utility Cars from Nadler Golf is \$47,500.96; and
- equipment package from Reinders is \$165,585.61 per year over five years.

**Attachments**

- West Side Tractor Quote
- Nadler Golf Purchase Proposal
- Reinders Quote



**JOHN DEERE****WEST SIDE TRACTOR SALES**

3300 Ogden Ave Lisle IL 60532

(630) 355-7150

Adam Roth - Sales Representative - aroth@wstsales.com



October 23, 2025

Wilmette Golf Gold Club  
1200 WILMETTE AVENUE  
Wilmette, IL

Sourcewell ID #

**2026 John Deere 325G Track Loader**  
**SOURCEWELL Cooperative Contract 011723-JDC**  
*Please note that this quote is valid for 30 days.*

Code	Machine Configuration Description	Unit Price
All the prices in the detailed sections are Per machine basis. Qty (1)		
00D2T	325G Compact Track Loader	85,730.00
0770	Cab/Heat/AC, Power QT, Hi Flow, SL & RC, 2Spd, LED Lights, Rev Fan, Chrome,	11,459.00
0	Heat Seat, Radio	-
1301	Engine - Turbocharged - FT4	-
1501	English Operator's Manual and Decals	-
170K	JDLINK™	-
2645	Zig-Zag Bar Tread Pattern - 15.8 in. (400mm) Tracks	1,803.00
0953	ISO-H Switchable Controls and EH Joystick Performance Package	1,144.00
6006	Air Suspension Seat (Cloth with Heat)	691.00
4001	2-Inch Seat Belt with Shoulder Harness	235.00
8050	Cold Start Package - Includes Heavy Duty 925cca Battery and Block Heater.	335.00
	(110 volt) Includes Hydrau XR Cold Start Oil for Hydraulics.	-
8042	Rear View Camera	940.00
8300	Counterweight, (Single Set)	414.00
8370	HD Rear Grille	538.00
List Price		\$ 103,289.00
Discount 30.0%		\$ 30,986.70
Net Price		\$ 72,302.30

Custom Jobs Description		Qty	Price
Factory Freight Destination	Lisle, IL 60532	1	1,249.75
Dir provide Pre-Delivery Inspection, Supplies and Fuel Fill		1	1,219.50
Dealer Provided Delivery		1	800.00
Extended Warranty:	Extended PT&H Expires 5 YRS OR 2000HRS, whichever occurs first	1	2,230.65
JD 78" HD CONST BKT WITH EDGE		1	2,695.03
Total Price		\$	10,668.48
<b>Quote Summary (per unit)</b>			
Item Description		Prices	
Machine Net Price		\$	72,302.30
Custom Jobs		\$	10,668.48
<b>Total Net Price</b>	<b>Quantity (1)</b>	\$	<b>82,970.78</b>

**Warranty Terms**

325G includes • Full Machine Warranty for 24 Mo OR 2000 Hr whichever occurs first Extended PT&H Expires 5YRS OR 2000HRS, Whichever Occurs First



## Purchase Proposal

WILMETTE GOLF CLUB  
3900 FAIRWAY DRIVE  
WILMETTE, IL 60091

Date	Ship Via	F.O.B.	Terms	
09/05/25	OUR TRUCK	ORIGIN	NET 10TH OF MONTH	
Contact		Salesperson	Our Order Number	
			WILM01 / 484893	
Description	Quantity	Unit Price	Amount	
2026 CLUB CAR CARRYAL 502 GAS UTILITY CAR	4 EA	\$12,239.00	\$39,654.36	
MANUAL DUMP BED	4 EA	\$865.00	\$2,941.00	
BRUSH GUARD	4 EA	\$384.00	\$1,305.60	
EXTRA TRACTION REAR TIRES	4 EA	\$0.00	\$0.00	
GREEN COLOR	4 EA	\$0.00	\$0.00	
GRAY SEATS	4 EA	\$0.00	\$0.00	
4 WHEEL BRAKES	4 EA	\$0.00	\$0.00	
HEADLIGHTS	4 EA	\$0.00	\$0.00	
LOCAL PREP PER CONTRACT	4 EA	\$150.00	\$600.00	
LOCAL DELIVERY PER CONTRACT 66 MILES ROUND TRIP	4 EA	\$350.00	\$1,400.00	
Sub-Total			\$45,900.96	
Tax			\$0.00	
— \$ 400/Car Freight			\$1,600.00	
Total			\$47,500.96	

**Remarks:**  
SOURCEWELL CONTRACT #12222-CCR  
19% OFF MSRP OF VEHICLE  
15% OFF MSRP ACCESSORIES  
CARS WILL NEDD TO BE ORDERED

Proposal Issued By

*Jamie Schmitt*

Date 09/05/25

Proposal Accepted By

Date

Proposal Valid Thru

09/05/25

NADLER GOLF CAR SALES, INC.  
2700 North Farnsworth Avenue Aurora Illinois 60502  
630.898.1616  
WWW.NADLERGOLF.COM

# Reinders

## Quote

Account: 365542

**Wilmette Park District Golf Course**

3900 Fairwar Drive

Wilmette IL 60091

Attn: Nick Marfise

Prepared By:

**Brian Placzkowski**

Territory Manager

13401 Watertown Plank Rd.

Elm Grove, WI 53122-2228

Cell (815) 347-3888

Fax (847) 678-5511

[bplaczkowski@reinders.com](mailto:bplaczkowski@reinders.com)

<u>Quote ID</u> Q190619	<u>Quote Valid Until</u> 2/4/26
<u>Quote Date</u> 1/5/26	Tax may not always be included in quote

### PRICE QUOTATION

QTY	CODE	DESCRIPTION	PRICE DETAILS
1	04860	<b>Greensmaster Flex 1021</b>	Omnia Contract Pricing: \$21,020.84
1	04864	14 Blade 21 Inch Flex ES Cutting Unit	Setup & Delivery: <u>\$420.42</u>
1	04648	Universal Groomer Drive	Total: \$21,441.26
1	04270	Soft QC Grooming Brush (21 Inch)	
1	04135	LED Light Kit	
2	115-7354	Donut Wheel Assembly	
2	120-9742	Retaining Clip	
1	04249	Split Full Front Roller Assembly (21 Inch)	
1	04860	<b>Greensmaster Flex 1021</b>	Omnia Contract Pricing: \$20,476.40
1	04863	11-Blade 21 Inch Flex ES Cutting Unit	Setup & Delivery: <u>\$409.53</u>
1	04648	Universal Groomer Drive	Total: \$20,885.93
1	04270	Soft QC Grooming Brush (21 Inch)	
1	04135	LED Light Kit	
2	115-7354	Donut Wheel Assembly	
2	120-9742	Retaining Clip	
1	04825	Wide Wiehle Roller Assembly (21 Inch)	
2	04530	<b>Greensmaster TriFlex Hybrid 3320 Hybrid-Electric Driven Roller</b>	Omnia Contract Pricing: \$132,227.16
6	04648	Universal Groomer Drive	Setup & Delivery: <u>\$2,644.54</u>
6	04270	Soft QC Grooming Brush (21 Inch)	Total: \$134,871.70
6	04650	Universal Rear Rotating Brush	
2	04554	Light Kit - LED	
6	04258	Extended Narrow Wiehle Roller	
6	04655	14 Blade Cutting Unit	

6	04655	<b>14 Blade Cutting Unit</b>	Omnia Contract Pricing:	\$48,583.56
6	117-6774-03	Weight (Spare Electric CU's Only)	Setup & Delivery:	<u>\$971.67</u>
6	04648	Universal Groomer Drive	Total:	\$49,555.23
6	04270	Soft QC Grooming Brush (21 Inch)		
6	04650	Universal Rear Rotating Brush		
6	04258	Extended Narrow Wiehle Roller		
4	03910	<b>Reelmaster 3550-D, 82"-3WD</b>	Omnia Contract Pricing:	\$320,667.36
20	03486	18 Inch 11-Bld (FSR) Forward Swept Reel Edgeseries	Setup & Delivery:	<u>\$6,413.35</u>
4	03763	5 Inch Universal/Bi-Directional Groomer Drive (Set 5)	Total:	\$327,080.71
20	03766	Groomer Brush Cartridge		
4	03657	Rear Roller Brush Kit		
1	30807	<b>Groundsmaster 3500-D, Sidewinder, 3WD</b>	Omnia Contract Pricing:	\$48,604.14
1	31692	LED Work Light Kit	Setup & Delivery:	<u>\$972.08</u>
			Total:	\$49,576.22
1	<b>07384</b>	<b>Workman HDX - 2WD -LC Gas</b>	Omnia Contract Pricing:	\$37,001.77
1	07316	High Flow Hydraulics Kit	Setup & Delivery:	<u>\$746.57</u>
1	117-4831	2 Inch Receiver Hitch Kit	Total:	\$37,748.34
1	08745	<b>Sand Pro 5040, 18 hp-3WD-Gas</b>	Omnia Contract Pricing:	\$41,962.90
1	08713	Flex Blade	Setup & Delivery:	<u>\$839.26</u>
1	08712	Front Lift Frame Assembly	Total:	\$42,802.16
1	08751	QAS Tooth Rake		
1	08752	Spring Rake		
1	108-9427	QAS A-Frame Assembly		
1	08765	QAS Bunker Pump		
1	115-2084	Bunker Pump Remote Discharge Kit		
1	08781	Rear Hydraulic Kit		
1	08740	LED Light Kit		

1	41394GK	<b>Multi Pro 5800, 300 Gallon Dedicated Sprayer with GeoLink</b>	Omnia Contract Pricing:	\$123,383.51
12	120-0705	Light Blue 1.00 gpm nozzle @ 40 PSI	Setup & Delivery:	<u>\$2,467.67</u>
1	TN-SUB	TopNET Live Subscription, 1 Year	Total:	\$125,851.18
1	CELL-DP	Cellular Data Plan - Global (1 Year)		
1	127-9826	Lance Suction Assembly		
1	41249	Foam Marker Kit		
1	41614	30 Gallon Fresh Water Rinse Kit		
1	41621	Pivoting Electric Hose Reel Kit, MP5800		
1	41622	Chemical Pre-Mix Kit - MP5800 (KZ Valve)		
1	136-0458	Finish Kit, Foam Marker		

1	41691	<b>GeoLink Upgrade Kit (AGS-2, XD+, Global CL-55)</b>	Omnia Contract Pricing:	\$11,699.22
			Setup & Delivery:	<u>\$233.98</u>
			Total:	\$11,933.20

Suggested List:	\$1,029,519.65
Omnia Contract Pricing:	\$805,626.86
Omnia Discount:	\$223,892.79
Dealer Assembly & Delivery:	\$16,119.07
Trade Total:	<u>(\$74,500.00)</u>
Total After Trade:	\$731,126.86

36 Month, \$1 Buy-Out, Municipal Annual Payment: \$259,520.79

60 Month, \$1 Buy-Out, Municipal Annual Payment: \$165,585.61

\$250 Documentation Fee Required by Equipment Finance Company. Payments Include 6.44% APR. All Rates & Payments Subject to Credit Approval.

## MEMORANDUM

Date: January 12, 2026  
To: Board of Commissioners  
From: Sheila Foy, Superintendent of Finance  
Re: Promissory Notes

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### Statement

To cover the gap in property tax payments from Cook County, we want to have the ability to issue promissory notes to help us with any liquidity needs.

### Discussion

On the agenda for tonight is an ordinance to approve the issuance of a taxable promissory note. Many other taxing bodies have been looking at this as an option to assist with filling the gap in property tax dollars that have not been received. We feel that the agency is in good shape financially, but planning for a long-term gap in our revenue source from the county is in the best interest of the district. This will not cost the district anything, unless we issue the notes.

### Conclusion

Finance recommends that we approve Ordinance 2026-O-2.

MINUTES of a regular public meeting of the Board of Park Commissioners of the Wilmette Park District, Cook County, Illinois, held at the Wilmette Village Hall Council Chambers, 2nd Floor, 1200 Wilmette Avenue, Wilmette, Illinois, in said Park District, at 7:30 o'clock P.M., on the 12th day of January, 2026.

\* \* \*

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, Patrick Lahey, the President, and the following Park Commissioners were physically present at said location: \_\_\_\_\_

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The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: \_\_\_\_\_

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No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

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The President announced that the next item of business was the consideration of an ordinance providing for the issuance of a Taxable Promissory Note in an amount not to exceed \$4,000,000 to pay the costs of necessary corporate expenditures, for the security and payment of said note and for the sale of said note to the purchaser thereof. The President then explained that the ordinance sets forth the parameters for the issuance of said note and the sale thereof by designated officials of the District and summarized the pertinent terms of said parameters,

including the specific parameters governing the manner of sale, length of maturity, and rate of interest.

Whereupon Park Commissioner \_\_\_\_\_ presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each Park Commissioner prior to said meeting and to everyone in attendance at said meeting who requested a copy:



## ORDINANCE NUMBER 2026-O-2

AN ORDINANCE providing for the issuance of a Taxable Promissory Note, Series 2026, of the Wilmette Park District, Cook County, Illinois, in an amount not to exceed \$4,000,000, for the purpose of paying necessary corporate expenditures, providing for the security and payment of said note, and authorizing the sale of said note to the purchaser thereof.

### PREAMBLES

A. The Wilmette Park District, Cook County, Illinois (the “*District*”), pursuant to Section 6-7 of the Park District Code of the State of Illinois, as amended (the “*Code*”), may borrow money for any corporate purpose from any bank or other financial institution provided such money shall be repaid within two years from the time the money is borrowed.

B. The Board of Park Commissioners of the District (the “*Board*”) has considered the needs of the District and has determined and does hereby determine that it is advisable, necessary, and in the best interests of the District pay the costs of necessary corporate expenditures (the “*Corporate Purposes Expenditures*”).

C. The total cost of the Corporate Purposes Expenditures to be payable out of the original proceeds of the borrowing as provided in this Ordinance is not less than \$4,000,000.

D. There are insufficient funds on hand and available to pay the costs of the Corporate Purposes Expenditures, and it is necessary for that purpose that a sum to pay such costs be borrowed at this time; and, in evidence of such indebtedness, a promissory note of the District be issued in the principal amount of \$4,000,000 and that such indebtedness be incurred and the Note be issued as described and defined below.

NOW THEREFORE Be It Ordained by the Board of Park Commissioners of the Wilmette Park District, Cook County, Illinois, as follows:

*Section 1. Definitions.* Words and terms used in this Ordinance shall have the meanings given them, unless the context or use clearly indicates another or different meaning is intended.

Words and terms defined in the singular may be used in the plural and vice-versa. Reference to any gender shall be deemed to include the other and also inanimate persons such as corporations, where applicable.

A. The following words and terms are as defined in the preambles.

Board

Code

District

Corporate Purposes Expenditures

B. The following words and terms are defined as set forth.

*“Internal Revenue Code”* means the Internal Revenue Code of 1986, as amended.

*“Note”* means the not to exceed \$4,000,000 Taxable Promissory Note, Series 2026, of the District, authorized to be issued by this Ordinance.

*“Note Register”* means the books of the District kept by the Note Registrar to evidence the registration and transfer of the Note.

*“Note Registrar”* means the Treasurer or the Purchaser, as set forth in the hereinafter-defined Notification of Sale.

*“Taxable”* means, with respect to the Note or portion thereof, the status of interest paid and received thereon as includible in the gross income of the owners thereof under the Internal Revenue Code for federal income tax purposes.

C. Definitions also appear in the above preambles or in specific sections, as appearing below.

*Section 2. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are true, correct, and complete and does incorporate them into this Ordinance by this reference.

*Section 3. Determination To Issue the Note.* It is necessary and in the best interests of the District to provide for the Corporate Purposes Expenditures, to pay all related costs and expenses incidental thereto, and to borrow money and issue the Note for such purpose. It is hereby found and determined that such borrowing of money is for a proper public purpose and is in the public interest, and is authorized by Section 6-7 of the Code.

*Section 4. Note Details.* There shall be issued and sold a single Note in the principal amount of not to exceed \$4,000,000. The Note shall be designated “*Taxable Promissory Note, Series 2026*” (unless otherwise set forth in the Notification of Sale). The Note shall be dated such date as set forth in the Notification of Sale (the “*Dated Date*”) and shall also bear the date of authentication thereof. The Note shall be in fully registered form. The Note shall become due and payable (subject to optional redemption and prepayment as hereinafter described) on the date (not later than one year after the Dated Date) (the “*Maturity Date*”) as set forth in the Notification of Sale.

The outstanding principal amount of the Note shall bear interest from the Dated Date, until the full principal amount of the Note is paid or duly provided for, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on the dates and at the rate per annum (not exceeding 6.50% per annum) as set forth in the Notification of Sale. Principal of and interest on the Note is payable in lawful money of the United States of America at the office of the Note Registrar. At the option of the owner of the Note, the installments of principal of and interest on the Note may be transferred by electronic transfer of immediately available funds to such owner pursuant to a written agreement between the owner and the Note Registrar.

*Section 5. Execution; Authentication.* The Note shall be executed on behalf of the District by the President of the Board (the “*President*”) and attested by the Secretary of the Board (the “*Secretary*”) and shall have impressed or imprinted thereon the corporate seal or facsimile

thereof of the District. In case any such officer whose signature shall appear on the Note shall cease to be such officer before the delivery of the Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. The Note shall have thereon a certificate of authentication, substantially in the form hereinafter set forth, duly executed by the Note Registrar as authenticating agent of the District and showing the date of authentication. The Note shall not be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Note Registrar by manual signature, and such certificate of authentication upon the Note shall be conclusive evidence that the Note has been authenticated and delivered under this Ordinance. If the Secretary or the Treasurer is unable to perform the duties of his or her respective office, then their duties under this Ordinance shall be performed by the Assistant Secretary or the Assistant Treasurer of the Board, respectively

*Section 6. Optional Redemption and Prepayment.* The Note, if specified in the Notification of Sale, shall be subject to redemption and prepayment prior to maturity at the option of the District as a whole or in part in integral multiples of \$5,000, on the date or dates specified in the Notification of Sale, at the prepayment price of par plus accrued interest to the date of prepayment.

*Section 7. Redemption Procedure.* The District shall, at least 10 days prior to a redemption and prepayment date (unless a shorter time period shall be satisfactory to the Note Registrar), notify the Note Registrar of such prepayment date and of the principal amount of the Note to be redeemed. Unless waived by the owner of the Note, official notice of any such redemption and prepayment shall be given by the Note Registrar on behalf of the District by mailing the redemption notice by regular mail not less than 5 days and not more than 30 days prior to the date fixed for redemption to the registered owner of the Note at the address shown on the

Note Register or at such other address for notice as is furnished in writing by the registered owner to the Note Registrar. Notices of redemption and prepayment shall include at least the following information: the date of redemption and prepayment; the redemption and prepayment price; a statement that the Note or portion thereof, shall become due and payable on the prepayment date and shall thereupon cease to bear interest; and the place where the Note or portion thereof shall be surrendered for redemption and prepayment (the office of the Note Registrar).

Notice of redemption and prepayment having been given as aforesaid, the Note or portion thereof shall, on the prepayment date, become due and payable at the redemption price therein specified, and from and after such prepayment date (unless the District shall default in the payment of the redemption price) the Note or portion thereof shall cease to bear interest. Notice having been properly given, failure of the registered owner of the Note to receive such notice shall not be deemed to invalidate, limit or delay the effect of the notice or action described in the notice. Such notice may be waived in writing by the registered owner of the Note, either before or after the event, and such waiver shall be the equivalent of such notice.

Upon surrender of such Note or portion thereof for redemption and prepayment in accordance with notice, the Note or portion thereof shall be paid and redeemed by the Note Registrar at the redemption price. If the Note or portion thereof shall not be so paid upon surrender, the principal amount thereof due shall, until paid or duly provided for, continue to bear interest from the prepayment date at the rate borne by the Note or portion thereof.

*Section 8. Registration of the Note; Person Treated as Owner.* The District shall cause a book (the “*Note Register*”) for the registration and for the transfer of the Note as provided in this Ordinance to be kept at the designated office of the Note Registrar, which shall be the registrar of the District for the Note. The Note may be transferred, as a whole and not in part, and only in the manner, subject to the limitations, and upon payment of the charges as set forth in this

Ordinance. Upon surrender for transfer of the Note at the designated office of the Note Registrar, duly endorsed by or accompanied by a written instrument or instruments of transfer in form satisfactory to the Note Registrar and duly executed by the registered owner or an attorney for such owner duly authorized in writing, the District shall execute and the Note Registrar shall authenticate, date, and deliver in the name of the transferee, a new fully registered Note. The execution by the District of any fully registered Note shall constitute full and due authorization of such Note, and the Note Registrar shall thereby be authorized to authenticate, date, and deliver such Note. The person in whose name the Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on the Note shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon the Note to the extent of the sum or sums so paid. No service charge shall be made to any registered owner of the Note for any transfer of the Note, but the District or the Note Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any such transfer.

*Section 9. Form of Note.* The Note shall be in substantially the form set forth as *Exhibit A*, attached hereto and made a part hereof.

*Section 10. Security; Payment.* The obligation to make the payments due under the Note shall be a lawful direct general obligation of the District payable from the general funds of the District and such other sources of payment as are otherwise lawfully available. THERE IS NO STATUTORY AUTHORITY FOR THE LEVY OF A SEPARATE TAX IN ADDITION TO OTHER TAXES OF THE DISTRICT OR THE LEVY OF A SPECIAL TAX UNLIMITED AS TO RATE OR AMOUNT TO PAY ANY OF THE AMOUNTS DUE HEREUNDER.

*Section 11. Sale of the Note.* The President and the Executive Director of the District (together, the “*Designated Representatives*”), are hereby authorized to proceed not later than July 12, 2026, without any further authorization or direction from the Board, to sell the Note upon the terms as prescribed in this Ordinance. The Note hereby authorized shall be executed as in this Ordinance provided as soon after the delivery of the Notification of Sale as may be, and thereupon be deposited with the Treasurer of the Board (the “*Treasurer*”), and, after authentication thereof by the Note Registrar, be by the Treasurer delivered to the purchaser thereof (the “*Purchaser*”), upon receipt of the purchase price therefor, the same being par. The Purchaser shall be (i) a bank or financial institution authorized to do business in the State of Illinois, (ii) a “governmental unit” as defined in the Local Government Debt Reform Act of the State of Illinois, as amended, or (iii) an “accredited investor” as defined in Rule 501 of Regulation D as promulgated under the Securities Act of 1933, as amended.

Upon the sale of the Note, the Designated Representatives shall prepare a Notification of Sale of the Note, which shall include the pertinent details of sale as provided herein (the “*Notification of Sale*”). In the Notification of Sale, the Designated Representatives shall find and determine that the Note has been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Note does not exceed the maximum rate otherwise authorized by applicable law. The Notification of Sale shall be entered into the records of the District and made available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Notification of Sale.

Upon the sale of the Note, as evidenced by the execution and delivery of the Notification of Sale by the Designated Representatives, the President, Secretary and Treasurer and any other officials of the District, as shall be appropriate, shall be and are hereby authorized and directed to

(i) approve or execute, or both, such documents of sale of the Note as may be necessary, including, without limitation, the contract for the sale of the Note between the District and the Purchaser (the “*Purchase Contract*”) and (ii) take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract and this Ordinance. Prior to the execution and delivery of the Purchase Contract, the Designated Representatives shall find and determine that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the District of the Term Sheet relating to the Note (the “*Term Sheet*”) is hereby ratified, approved and authorized; the execution and delivery of the Term Sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Ordinance, the Term Sheet and the Note.

*Section 12. Creation of Funds and Appropriations.* Funds are established and Note proceeds and other funds of the District are hereby appropriated as follows:

A. Any amounts designated from time to time to pay the Note are hereby ordered to be deposited into the “Taxable Promissory Note, Series 2026, Debt Service Fund” (the “*Debt Service Fund*”), hereby created, which shall be the fund for the payment of principal of and interest on the Note.

B. The principal proceeds of the Note shall be deposited into the Corporate Fund of the District. Moneys in such fund shall be withdrawn from time to time as needed for the payment of Corporate Purposes Expenditures and payment the fees and expenses incidental to the issuance of the Note.



C. The costs of issuance of the Note shall be paid from other lawfully available funds of the District.

*Section 13. Federal Tax Matters.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control if taking, permitting or omitting to take such action would cause the interest on the Note not to be included in the gross income of the recipients thereof for federal income tax purposes.

*Section 14. Pertaining to the Note Registrar.* The Note Registrar agrees as follows:

A. to act as registrar, authenticating agent, paying agent, and transfer agent as provided herein;

B. to maintain a list of the Note owners as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential to the fullest extent permitted by law;

C. to give notice of prepayment of the Note as provided herein;

D. to cancel and/or destroy any Note which has been prepaid, paid at maturity or submitted for transfer; and

E. to furnish the District at least annually an audit confirmation of amounts paid, amounts outstanding, and payments made with respect to the Note.

The Secretary of the District is hereby directed to file a copy of this Ordinance with the Note Registrar.

*Section 15. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 16. Superseder and Effective Date.* All ordinances, resolutions, and orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded; and this Ordinance shall be in full force and effect immediately upon its passage and approval.

ADOPTED: January 12, 2026.

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President, Board of Park Commissioners

Attest:

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Secretary, Board of Park Commissioners

## EXHIBIT A - FORM OF NOTE

UNITED STATES OF AMERICA  
STATE OF ILLINOIS  
THE COUNTY OF COOK  
WILMETTE PARK DISTRICT  
TAXABLE PROMISSORY NOTE, SERIES 2026

Interest Rate: \_\_\_\_\_%

Maturity Date: \_\_\_\_\_, 2026

Dated Date: \_\_\_\_\_, 2026

Registered Owner:

Principal Amount:

KNOW ALL PERSONS BY THESE PRESENTS that the Wilmette Park District, Cook County, Illinois, a park district and political subdivision of the State of Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, the Principal Amount identified above, on the Maturity Date identified above, and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on the outstanding Principal Amount of this Note from the Dated Date of this Note identified above, at the Interest Rate per annum identified above, until the entire principal amount is paid or provided for.

The installments of principal of and interest on the Note are payable in lawful money of the United States of America at the principal office of the \_\_\_\_\_, \_\_\_\_\_, as paying agent and note registrar (the "*Note Registrar*"). At the option of the owner of the Note, the installments of principal of and interest on the Note may be transferred by electronic transfer of immediately available funds to such owner pursuant to a written agreement between the owner and the Note Registrar.

This Note is issued by the District for the purpose of paying the costs of necessary corporate expenditures and for the payment of expenses incidental thereto, pursuant to and in all respects in compliance with the applicable provisions of the Park District Code of the State of Illinois, as supplemented and amended, and with an Ordinance duly adopted by the Board of Park Commissioners of the District on the 12th day of January, 2026 (as supplemented by a notification of sale, the "*Ordinance*").

This Note is subject to provisions relating to registration and transfer; and such other terms and provisions relating to security and payment as are set forth in the Ordinance, to which reference is hereby expressly made, and to all the terms of which the Registered Owner hereof is hereby notified and shall be subject.

The Notes maturing are subject to prepayment at the option of the District, as a whole or in part in such order as the District may determine in integral multiples of \$5,000, as provided in the Ordinance, on any date, at the prepayment price of par plus accrued interest to the date of prepayment.

Notice of any intended prepayment shall be sent by registered or certified mail, postage prepaid, or be given by facsimile transmission, electronic transmission or overnight express delivery service not less than five (5) days and not more than thirty (30) days prior to the date fixed for prepayment to the registered owner of each Note to be prepaid (in whole or in part) at the address shown on the registration books of the District maintained by the Registrar or at such other address as is furnished in writing by such registered owner to the Registrar. When so called for prepayment, this Note, or the portion hereof being so called for prepayment, will cease to bear interest on the specified prepayment date, provided funds for prepayment are on deposit at the place of payment on that date, and shall not be deemed to be outstanding.

The District and the Note Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the District nor the Note Registrar shall be affected by any notice to the contrary.

It is hereby certified and recited that all conditions, acts, and things required by the Constitution and Laws of the State of Illinois to exist or to be done precedent to and in the issuance of this Note, have existed and have been properly done, happened, and been performed in regular and due form and time as required by law; that the indebtedness of the District, represented by the Note, and including all other indebtedness of the District, howsoever evidenced or incurred, does not exceed any constitutional or statutory or other lawful limitation; and that provision has been made for the security and payment for the Note.

This Note shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Note Registrar. THE OWNER OF THIS NOTE ACKNOWLEDGES THAT THE DISTRICT HAS NO STATUTORY AUTHORITY TO LEVY A SEPARATE TAX IN ADDITION TO OTHER DISTRICT TAXES OR TO LEVY A SPECIAL TAX UNLIMITED AS TO RATE OR AMOUNT TO PAY THE PRINCIPAL AND INTEREST DUE ON THIS NOTE.

IN WITNESS WHEREOF the Wilmette Park District, Cook County, Illinois, by its Board of Park Commissioners, has caused this Note to be executed by its President and attested by its Secretary and its corporate seal or a facsimile thereof to be impressed or reproduced hereon, all as appearing hereon and as of the Dated Date identified above.

Attest:

\_\_\_\_\_  
President, Board of Park Commissioners,  
Wilmette Park District, Cook County, Illinois

\_\_\_\_\_  
Secretary, Board of Park Commissioners,  
Wilmette Park District, Cook County, Illinois

[SEAL]

Date of Authentication: \_\_\_\_\_, 2026

CERTIFICATE  
OF  
AUTHENTICATION

Note Registrar and Paying Agent:

\_\_\_\_\_, \_\_\_\_\_

This Note is described in the within-mentioned Ordinance and is the Taxable Promissory Note, Series 2026, of the Wilmette Park District, Cook County, Illinois.

\_\_\_\_\_,  
as Note Registrar

By \_\_\_\_\_  
Authorized Officer

**ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

--

[Here insert identifying number such as  
TID, SSN, or other]

\_\_\_\_\_  
(Name and Address of Assignee)

the within Note and does hereby irrevocably constitute and appoint

\_\_\_\_\_  
as attorney to transfer the said Note on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the Registered Owner as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the Note Ordinance as presented and read by title by the Secretary be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt the Note Ordinance as presented.

Upon the roll being called, the following Park Commissioners voted AYE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

and the following Park Commissioners voted NAY: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Whereupon the President declared the motion carried and the Note Ordinance adopted and directed the Secretary to record the same in full in the records of the Board of Park Commissioners of the Wilmette Park District, Cook County, Illinois, which was done.

Other business not pertinent to the adoption of the Note Ordinance was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF COOK            )

**CERTIFICATION OF ORDINANCE AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Wilmette Park District, Cook County, Illinois (the “Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 12th day of January, 2026, insofar as same relates to the adoption of Ordinance No. 633, entitled:

AN ORDINANCE providing for the issuance of a Taxable Promissory Note, Series 2026, of the Wilmette Park District, Cook County, Illinois, in an amount not to exceed \$4,000,000, for the purpose of paying necessary corporate expenditures, providing for the security and payment of said note, and authorizing the sale of said note to the purchaser thereof.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 72 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 72-hour period preceding said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said ordinance, a true, correct and complete copy of the agenda as so posted being attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the applicable provisions of said Act and said Code and its procedural rules in the adoption of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District,  
this 12th day of January, 2026.

---

Secretary, Board of Park Commissioners

[SEAL]

**[Attach Agenda as Exhibit A]**